

Dear AIMS Admissions Officers,

Thanks to all of you who were able to attend our meeting at The St. Paul's Schools on May 8. And thanks again to Annie Morse and Peter Hawley for hosting the luncheon and meeting. Since our gathering, I have expanded this distribution list, corrected some addresses, and added new names. Please continue to let me know of others who should be on the list.

BISC – the Baltimore Independent School Consortium – was originally formed by admissions officers to coordinate admission and enrollment practices and dates for Baltimore area schools. Recently, BISC asked if AIMS could take over the coordination of the group, and we are happy to fill that need. Mindful of the ever-expanding reach of our schools, we have extended the geographical reach of this group to include the outer region of the Baltimore metro area and to include Annapolis area schools as well. We consider the inner Montgomery County schools to be part of the separate, Washington DC market.

Moving forward, we will strive to do the following here at AIMS:

Set up a shared calendar where schools can post the dates of their admissions open houses, test administrations, and accepted student gatherings.

Ensure that common referral forms are easily accessible on line

Host a professional development program/gathering in the fall, and an additional meeting in the late spring

Maintain communication with the Archdiocese of Baltimore and B.E.S.T.

Endeavor to mediate grievance concerns as they arise

Publicize common deadlines and notification dates

If there are other ways that AIMS can be helpful to you in your work, please let us know. Our goal is to support you in your important efforts on behalf of your schools.

Regarding dates for next year, 2017-18: There was agreement that schools would notify families of admissions decisions on February 16, 2018, and that enrollment contracts would be due back to the school on March 2, 2018.

****As we heard at our meeting on May 8th, different schools have different protocols for notification of admissions decisions. Some notify in a personal phone call; others use email; others use US Mail. Each school, of course, wants to make notifications in as personal way as possible, according to its own traditions and practices. We all understand and support this. But, at the same time, it is critical to create as few disruptions in the school day as possible, as notifications are made. We hope that admissions officers will make every effort not to text, email, or phone students during the school day, and, in communications with families, to do everything humanly possible to dissuade parents or guardians from contacting their students during the school day. Many of our k-8 schools are particularly sensitive to this, and I hope we can honor and support them in this concern. Luckily, some of our schools have a professional day scheduled for February 16, so students in those schools will not be on campus.

Please feel free to share thoughts and questions. We want to support you in every way possible as you undertake your critical work on behalf of our independent school and all of our students.

Sincerely,
Peter

Peter F. Baily
Executive Director
Association of Independent Maryland & DC Schools
890 Airport Park Rd Suite 103
Glen Burnie MD 21061
410-761-3700 x1001

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