

## A Draft Timeline for 2013-14 School Assignment Plan

October 16, 2012	<ul style="list-style-type: none"> <li>Board sets dates for the 2013 – 14 assignment proposal</li> </ul>
October 30, 2012	<ul style="list-style-type: none"> <li>Action Item for Board to approve timeline for 2013 – 14 assignment proposal</li> </ul>
November 3, 2012	<ul style="list-style-type: none"> <li>2013-14 Magnet Fair</li> </ul>
November 13, 2012	<ul style="list-style-type: none"> <li>Staff presents revised 2013 – 14 Base Assignment proposal</li> </ul>
November/December	<ul style="list-style-type: none"> <li>BoE public hearings on 2013 – 14 Base Assignment proposal; base attendance areas for Abbotts Creek ES, Richland Creek ES, Hilburn Academy grades 6 – 8, Rolesville MS, and Rolesville HS</li> </ul>
November/December, 2012	<ul style="list-style-type: none"> <li>School open houses – magnet, early college, leadership schools</li> </ul>
December 4, 2012	<ul style="list-style-type: none"> <li>Board work session to finalize adjustments to 2013 – 14 Base Assignment proposal</li> </ul>
December 11, 2012	<ul style="list-style-type: none"> <li>Board Approval of 2013 – 14 Base Assignment proposal</li> </ul>
December 12, 2013	<ul style="list-style-type: none"> <li>Start of Soft Transition – new families enrolling and existing families with a change of address go to their base school for their new address to enroll in school; Choice ends for the 2012 – 13 school year</li> </ul>
December 2012	<ul style="list-style-type: none"> <li>Staff prepares/prints Notice of 2013 – 14 Assignments for early January distribution</li> </ul>
January 2013	<ul style="list-style-type: none"> <li>2013-14 Notice of 2013 – 14 Assignments distributed to all students</li> </ul>
January 7 – 14, 2013	<ul style="list-style-type: none"> <li>Base Declaration Period – any existing student not currently attending their base school can request assignment to their base for the 2013 – 14 school year</li> </ul>
January 7, 2013	<ul style="list-style-type: none"> <li>Kindergarten registration and pre-registration for all grades for the 2013 – 14 school year begins; families pre-register at the base school for their address</li> </ul>
January 14 – 25, 2013	<ul style="list-style-type: none"> <li>Application Period for magnet schools, early colleges, leadership academies</li> </ul>
January 21, 2013	<ul style="list-style-type: none"> <li>Notification of Base Declaration results sent to parents</li> </ul>
February 8, 2013	<ul style="list-style-type: none"> <li>Notification of magnet application results sent to parents</li> </ul>
February 18 – March 1, 2013	<ul style="list-style-type: none"> <li>First Transfer Application Period – parents can request assignment to their calendar option school (district transportation provided) or to any school (no district transportation provided)</li> </ul>
March 8, 2013	<ul style="list-style-type: none"> <li>Notification of First Transfer results sent to parents</li> </ul>
March/April, 2013	<ul style="list-style-type: none"> <li>Transportation begins updating routes for the 2013 – 14 school assignments; prepares cost analysis</li> </ul>
May 2013	<ul style="list-style-type: none"> <li>Official Notice of 2013 – 14 school assignments distributed to all families</li> </ul>
May 2013	<ul style="list-style-type: none"> <li>Final Transfer Application Period – requests denied by staff during this application period can be appealed to the Board of Education</li> </ul>
May/June 2013	<ul style="list-style-type: none"> <li>Board transfer appeals</li> </ul>
July 8, 2013	<ul style="list-style-type: none"> <li>The 2013 – 14 school year begins</li> </ul>

**Board Feedback**  
**Proposed Assignment Timeline**  
**October 30, 2012**

1. As far as the calendar timeline for the steps for finalizing and implementing assignment for 2013-2014, I am fine with what was presented to the board yesterday at the work session.
2. I do not have major concerns with the calendar as proposed. As noted in our work session, I would recommend moving the STEM/Global Studies open house off the calendar as it does not directly relate to assignments.
3. I have several questions about the Draft Timeline.
  - Why have we been able to hold public hearings in January in the past and get everyone situated in schools for the next school year?
  - Is it necessary to have two application periods?
  - Couldn't STEM / Global Open Houses take place prior to the (held in January) Base Declaration Period like the Magnet Fair traditionally being held in November, but magnet application has always been in the spring?
  - I could see Assignments distributed in early January

Staff response: This year is much different than in years past. First, we are currently not operating under a base assignment plan. Parents must come to the Central Office to enroll in school and are being assigned to schools other than their base. This could potentially aggravate transportation issues. The sooner we get the base plan approved, the better. Second, we are working under entirely different technology than when we approved assignment plans in February. We need to get the technology in place now for base assignments so we can get the students' assignment notices out in January. It is important to get the assignment notices out before any of the application periods begin.

It is crucial that the Base Declaration application period come first. If we are trying to clean up some of the distance assignments we need to get these students seated first, before anyone else has access to the seats. The magnet and first transfer application period need to be separate. Their selection criteria are different. Again, we are working with totally different technology than in the past. For everything to run smoothly we need to have an approved assignment plan in December, send home notices of assignment in early January, and use January to finalize the application technology and begin our application periods. We are also trying to get back into a timeline that allows for allotments to begin the end of March and transportation staff to begin their route analysis late March/early April.

The STEM/Global open houses could take place earlier.