

**ADMINISTRATION'S PROPOSAL FOR 2013-14
BASE ATTENDANCE ASSIGNMENT PLAN
November 13, 2012**

1. Grandfathering of existing assignments:

- All current students can grandfather at their current school with their current level of district transportation through the grade span of their school. (Provided the family remains at their current domicile.) Students assigned to the three new schools are eligible to grandfather but district transportation would not be provided.
- All rising 6th and 9th grade students will be assigned to the base school for their address; magnet students rising to middle or high school will participate in the magnet application period if they want to continue in the magnet program.
- Feeder middle school and high school assignments made during the 2012-13 school year will be honored, to the extent possible, for students rising into 6th and 9th grade in 2013 – 14. Families wishing to pursue this opportunity may participate in the Early Transfer application period. District transportation is not guaranteed. Policy 7105 gives parents procedures for requesting district transportation for ineligible students.

2. Base attendance areas:

- The opening of Abbotts Creek ES will be delayed until 2014 – 15.
- Richland Creek ES, Rolesville MS, and Rolesville HS – this proposal includes a base attendance area for the three new schools. Students will be reassigned into these schools for the 2013 – 14 school year. Because Richland Creek ES and Rolesville MS opened this year, students moving into the base attendance area after December 11, 2012 will enroll at these schools. Richland Creek's attendance area will need to be enlarged when this school moves to the permanent location.
- Hilburn Academy – the 2011-12 base attendance areas for Hilburn ES will be used as the base attendance area for Hilburn Academy. Hilburn Academy will serve students in grades K – 7 for the 2013 – 14 school year and grades K – 8 for the 2014 – 15 school year. Elementary students rising into middle school from Hilburn Academy will be assigned to Hilburn Academy. Rising sixth graders may request assignment to their base school during the base declaration period. Middle school students moving into the base attendance area for Hilburn Academy will be assigned to Leesville MS and may request assignment to Hilburn Academy.
- Fox Road ES – base attendance area has been reduced as this school transitions to magnet school status.
- The attendance area for Green ES and Carroll MS will be reduced in the 2014 – 15 school year to allow for magnet growth.

3. Opening new schools

- The opening of a new school creates challenges and concerns for parents and for the school district. Efficient utilization of our school buildings and student stability become opposing forces as new schools are opened. The school district, upon opening the new school, will define a base attendance area and reassign existing students to the new school. For families, student stability can be maintained with the district “**stay where you start**” practice, allowing existing students to grandfather back to their previous school. For families participating in grandfathering, district transportation will not be provided.
- Students in grades K – 5 residing in the approved base attendance area of the new school and who are currently attending the 2011 – 12 base assigned school will be assigned to Richland Creek ES.
- Rolesville MS will have 6 – 8 grades for 2013 – 14. Students in grades 6 – 7 residing in the approved base attendance area of the new school and who are currently attending the 2011 – 12 base assigned school will be reassigned to Rolesville MS. Students in grade 8 will remain at their current middle school with their current level of district transportation. Any 8th grade student not reassigned can request placement at Rolesville MS during the Base Declaration Application period.
- Students in grades 9 – 10 residing in the approved base attendance area of the new school and who are currently attending the 2011 – 12 base assigned school will be assigned to Rolesville High School.
- Existing students reassigned to the new school may request to grandfather at their previous school by participating in the Early Transfer process. (Rising 1st – 5th, rising 7th and rising 10th). **Students grandfathering at their previous school will not be provided district transportation.**
- Entering grade siblings (K, 6, and 9) of existing students who grandfather may enter the First Transfer application period to be assigned to the same school that their older sibling attends.

4. Capping enrollment at crowded schools:

- When a school’s population exceeds the facility utilization for the campus an enrollment cap would be placed on the school to prevent school overcrowding.
- Schools designated with a **Partial Cap** would prohibit enrollment of any new non-base students at the school. Non-base students in attendance at a partially capped school can remain at the school. Incoming entering grade siblings of continuing non-base students can enroll in the partially capped school by participating in the Early Transfer application period.
- The Superintendent will designate partially capped schools for 2012 – 13 where an enrollment cap for non-base students will be effective December 12, 2012. A partial enrollment cap would be placed on a school when the student population reaches 100% facility utilization.

- Schools partially capped for the remainder of the 2012 – 13 school year are indicated on Page 13, *2012 – 13 TARGET SEAT UTILIZATION*.
- Schools designated with a **Full Cap** would prohibit enrollment of any new student at the school. Non-base students in attendance at a fully capped school can remain at the school. Incoming entering grade siblings of continuing non-base students can enroll in the fully capped school by participating in the Early Transfer application period.
- Schools designated by the Board of Education as fully capped would not be available to new non-base or base students. There is the potential for a school to be capped during the Base Declaration period, depending on the number of requests.
- The designated “overflow” school(s) for any fully capped school would be determined by looking at the facility utilizations of the schools in the area and their ability to absorb the overflow for a period of time until enrollment relief at the base school can be achieved.
- District transportation would be provided to any students assigned to the designated overflow school(s).
- Staff requests the following schools be fully capped for the remainder of the 2012 – 13 school year:

SCHOOL	3-YEAR TREND	FULL CAP ENROLLMENT	OVERFLOW SCHOOL	OVERFLOW SCHOOL	OVERFLOW SCHOOL
Briarcliff ES	6.7%	625	Adams	Morrisville	Cary
Brooks ES	9.9%	620	Durant	Abbotts Creek 2014	York
Cedar Fork ES	22.3%	853	Morrisville	Carpenter	Weatherstone
Conn ES*	2.4%	671	Wilburn	Durant	York
Davis Drive ES	-11.1%	990	Carpenter	Morrisville	Weatherstone
Green Hope ES	-4.7%	912	Alston Ridge	Carpenter	Weatherstone
Lacy ES*	1.9%	795	Durant	Abbotts Creek 2014	Stough
Mills Park ES*	14.0%	896	Alston Ridge	Highcroft	Weatherstone
Underwood ES	11.6%	546	Durant	Abbotts Creek 2014	Stough
Wildwood Forest ES	5.4%	772	Durant	River Bend	Rolesville
Wiley ES*	4.0%	470	Adams	Oak Grove	Stough
Heritage MS	18.0%	1418	Wake Forest	Rolesville	

*Indicates school is already at the full cap enrollment number.

5. Calendar/grade configuration modifications:

- East Garner and Green ES would convert to a traditional calendar school.
- Vance, Hodge Road, and Lockhart ES would be single-track, track 4 schools.
- North Garner and East Wake MS would be single-track, track 4 schools.

6. Base Declaration Period:

- Existing students not currently attending their base school who want to attend their base school for the new school year would declare their intention to return to their base school during this online application period.

- Students participating in the Base Declaration will have a guaranteed seat at their base school for the new school year. (Unless the school becomes fully capped based on numbers requesting to return to their base school.)
- Students wishing to return to their base school when their base is fully capped must request this during the Base Declaration Period AND must meet the domicile criteria outlined in Board Policy 6204.
- The Base Declaration Period will occur before the Magnet and Early Transfer application periods.

7. Magnet Application Period:

- An application period for magnet schools, early colleges, and leadership schools would occur each spring after the Base Declaration period.
- Students who wish to attend one of our magnet or early college or leadership schools may participate in the Magnet application process.
- District transportation is available for many of these schools. Parents can view their choices and transportation status by going to the Address Look-up on the district website.
- Families who enroll after the magnet application period can request placement in a magnet school by participating in the Final Transfer application period.
- Magnet Selection Priorities Elementary:
 - Priority 1:** Incoming K, 6th, and 9th siblings of current students wanting assignment to the same school (guaranteed if the request is made during the magnet application period-siblings must apply)
After assigning the students who meet the criteria above and vacancies have been determined, 90% of these vacancies will be filled from valid applications in the following order:
 - Priority 2:** Students residing in an area designated as “high-performing” whose first-choice school is a magnet school
 - Priority 3:** Students whose base school is severely overcrowded and select a magnet school
10% of vacancies identified above will be filled randomly from all remaining non-priority applications.
- Magnet Selection Priorities Secondary:
 - Priority 1:** Incoming K, 6th, and 9th siblings of current students wanting assignment to the same school (guaranteed if the request is made during the magnet application period-siblings must apply)

After assigning the students who meet the criteria above and vacancies have been determined, 90% of these vacancies will be filled from valid applications in the following order:

Priority 2: Group 1, Group 2 and Group 3 magnet students rising into 6th or 9th grade that have attended a Group 1, Group 2 or Group 3 magnet elementary school or middle school whose first choice is the magnet middle or high school for their magnet program pathway

Priority 3: Group 1, 2, and 3 magnet students rising into 6th or 9th grade whose first choice is a magnet middle or high school other than their program pathway

Priority 4: Group 1, Group 2, and Group 3 non-magnet students rising into 6th or 9th grade that have attended a Group 1, Group 2 or Group 3 magnet elementary school or middle school whose first choice is the magnet middle or high school for their magnet program pathway

Priority 5: Students residing in an area designated as “high-performing” whose first-choice school is a magnet school

Priority 6: Students whose base school is severely overcrowded and select a magnet school

10% of vacancies identified above will be filled randomly from all remaining non-priority applications.

8. First Transfer Application Period:

- An application period for an early transfer request would occur each spring after the magnet application period.
- Families can request placement to a calendar application school. District transportation would be provided. See Page 21, 2013 – 14 Calendar Options.
- Families can request placement to any school in the district that is not designated as fully capped. District transportation is not guaranteed. Policy 7105 gives parents procedures for requesting district transportation for ineligible students.
- There is no appeal for students not selected for transfer during the First Transfer application period.
- First Transfer Priorities:
 - Priority 1:** Incoming K, 6th, and 9th siblings of current non-base students wanting assignment to the same school if you chose this as your only choice and the request is made during the school selection period (guaranteed)
 - Priority 2:** “Stay where you start” – Existing students requesting grandfathering when they have been assigned to a new school if you make this request during the school selection period (guaranteed). Parent must provide transportation

Priority 3: Students requesting assignment for K to the same school where they attended preschool if their preschool was not their base school

Priority 4: Students attending an elementary school whose base middle school is not a calendar match and who select a middle school that continues their elementary school calendar

Priority 5: Students requesting a calendar to match the calendar of a sibling for grades K – 8.

Priority 6: Students whose base school is severely overcrowded and select a school that is not overcrowded as their first choice

9. Final Transfer Application Period:

- Transfer requests denied by staff during this application period can be appealed to the Board of Education.
- Transfer requests for the following reasons are not guaranteed during this transfer application period
 - i. Transfer requests to attend your base schools
 - ii. Transfer requests for non-base entering grade siblings
 - iii. Transfer requests to grandfather

10. Waitlists

- A waitlist would be maintained for students who are capped out of their base school. See R&P 7204.
- A waitlist would be maintained for students who did not get seated in their first choice among their magnet/early college/leadership ranked choices.
- A waitlist would be maintained for students who did not get seated in their first choice calendar option school.
- A waitlist would be maintained for students who did not get seated in their first choice school during the First Transfer period.
- Magnet/Early College/Leadership and First Transfer waitlists would be processed once and then dissolved.

11. Soft Transition:

- Upon approval of the base attendance areas by the Board of Education, new families to Wake County enrolling for the first time and existing families with a change of address (that causes them to lose their district transportation) can register and enroll at their base school for their new address.
- Existing students not currently attending their base school may request assignment to their base school for the 2013-14 school year by participating in the Base Declaration process. Requests to return to your base school during the 2012 – 13 school year will not be honored.

12. Students with disabilities (SWDs)

- SWDs can participate in the Base Declaration, Magnet and Early Transfer process. Students with disabilities who are served in regional programs will have school assignment based on their program needs as defined by their Individualized Education Plan (IEP).
- SWDs served in a regional program will have an assignment based on their program needs and be pre-assigned in sixth and ninth grade to a school that continues their program needs as defined by their IEP.
- SWDs assigned to a school for a regional program that no longer need the services of the regional program can remain at that school through the end of the school year with district transportation. These students may continue at the school as a transfer student through the terminating grade.
- SWDs no longer needing a regional program can participate in the Base Declaration process for assignment to their base school or in the Magnet or Early Transfer process if they want a change in school assignment for the next school year.
- Students returning to a local program from Longview, Bridges, River Oaks, Mt. Vernon, a PATH or a STEP program will be eligible to return to the referring them unless they are moving to the next level. This student may participate in the Base Declaration, Magnet and Early Transfer if they want a change in school assignment for the next school year.

13. Board of Education Public Hearings on the proposed base attendance plan will be posted on the school district website.