

GUIDELINES FOR THE ELEMENTARY MAGNET SCHOOL APPLICANT POOL

Arapaho Classical Magnet, Hamilton Park Pacesetter Magnet School and the Math/Science/Technology Magnet

APPLICATION GUIDELINES

VOLUNTEER applications for the magnet schools are accepted throughout the year. The application deadline each year is the last working Friday of March. Eligibility is based on residency within the magnet school attendance area. The district makes at least one annual marketing campaign to maintain community awareness. Notification of assignment is made by mail after April 15th each year.

Each magnet school now has a NEIGHBORHOOD SCHOOL AREA; students from these areas enroll alongside volunteer students from across the District. If neighborhood students move out of the magnet attendance area into an ineligible area, they are ineligible for placement in the magnets. If students move out of the neighborhood area into a volunteer area, their application status changes to volunteer upon approval from the magnet school principal and the magnet office.

Students MOVING out of the school district are not eligible for enrollment in a magnet school. Applicants enrolled in a private school may apply for placement as long as they reside in an eligible zone.

While applications remain active in the pool for as long as the student resides in the District and is in elementary grade levels, it is best to CONFIRM APPLICATION STATUS prior to the application deadline. Parents/guardians of applicants are responsible for maintaining accurate addresses and phone numbers with the magnet office, who may also refer them to the elementary school that they attend. Failure to do so could result in the exclusion of the application from the selection process. Please contact the Office for Special Projects at 469-593-0442 to confirm applications.

PLACEMENT PROCEDURES

Magnet schools request individuals from the applicant pool based on space(s) available for enrollment. Random selections are made from the following criteria: interest, grade level, ethnicity, gender, and residency in a magnet school attendance area. Impact upon the sending school is also considered. The magnet schools make an effort to maintain a relatively balanced student population that reflects the RISD's student diversity. Hamilton Park Pacesetter Magnet School considers the date of application in the placement process and must meet federal guidelines set forth in Civil Action No. 3-4101-C to achieve balance in each classroom.

SIBLINGS of placed students are given priority upon space availability. For siblings to receive priority they must reside at the same address; otherwise, they are considered as separate students in the applicant pool. To be eligible for placement, siblings must reside in an eligible area upon application and enrollment. Parents should ensure their neighborhood school has correct addresses in the district computer system, which may be processed through the home school or the Office for Special Projects, 469-593-0442. Students under temporary guardianship of or have temporary residency with a family whose children attend a magnet school are *not* granted sibling status and priority.

Applicants drawn in the lottery are contacted by phone and/or letter. At the time of contact, the parent may choose to accept the offer, remain in the pool, or be removed from the pool. If phones are disconnected or letters are returned to the Office for Special Projects, selected students will lose their placement and be removed from the applicant pool.

Parents are asked to make an ANNUAL COMMITMENT to maintain enrollment in the magnet school. The commitment is indicated by completing an enrollment card and signing a contract for the next year. Transfers back to the home school will not be granted during the term of the signed contract. Volunteer students who do not submit the enrollment card and contract before the spring deadline may lose their place in the magnet school and return to their home school at the beginning of the next school year.

TRANSFERS to another magnet school are *not* granted. Students seeking enrollment at another magnet must complete a new Magnet School Application and enter the applicant pool. Upon entry into the applicant pool, students lose their place in the magnet school they may have held for the next year. Any completed contracts or enrollment cards for the next year become null and void. If students seeking a new magnet assignment are not selected in the lottery, they may have to return to their home school at the beginning of the next school year if their place is lost during placement procedures for their current magnet school.