

Pinellas County Schools Controlled Open Enrollment Plan

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Enrollment Plan Link:

https://www.pcsb.org/images/stories/School_Options/PDF/Policy_5120_Student_Assignment_12-06-11_-_FINAL.pdf

Nine Quality Indicators of Consideration

1. Application Process

The Pinellas County Schools District Application Program procedures can be found at;

https://www.pcsb.org/images/stories/Parents_Students-Main/DAPUpdated12-11-12_20121219081835.pdf

The District Application Program Guide, listing all programs and the 2012-2013 timeline can be found at;

https://www.pcsb.org/images/stories/School_Options/PDF/districtapplicationguide.pdf

Application for choice programs are all made online and can be done from the family home or at any Pinellas school. The application period for district application programs for the 2013-14 school year is 1/8/14 to 1/17-14. Priorities for admission include feeder patterns from lower grades to upper grades, siblings, professional courtesy and proximity. Students are invited and the family must log on to the application system between 2/6/14 and 2/13/14 to accept an invitation. The system then assigns the students. Remaining open seats are filled from the initial wait list. Late applications are also accepted and placed at the bottom of the wait list in the order received.

2. Process for Declaring School Preference

In addition to online information, a District Application Program Guide is printed and distributed to all schools and students entering 6th and 9th grade in the following year. There are several showcase events scheduled for parents with school personnel in attendance to showcase their programs. The

online application process, policies regarding selection of schools, submitting preferences of up to 5 choices and all the applicant program options are described in the Program Guide available at;

https://www.pcsb.org/images/stories/School_Options/PDF/districtapplicationguide.pdf

In addition to applying for an Application Program, parents may make a Special Assignment Request to attend any other non-zoned school. The students are assigned a random number and requests are prioritized by prior attendance at the school as well as a sibling already in attendance at the school. The applications are made online in the spring of each school year. Assignments under the Special Attendance Request are made for one year and parents must provide transportation.

3. Process that Encourages Placement of Siblings within the Same School

As part of the District Application Program process parents may request a sibling priority preference. These students are prioritized above students without siblings in the random lottery process.

In addition to applying to an application program, parents may make a Special Assignment Request to attend any school. The students are assigned a random number prioritized by prior attendance at the school as well as a sibling priority preference. The applications are made online in the spring of each school year.

4. Lottery Procedure to Determine Student Assignment

Once all parents make an online application the computer generates a random number that along with identified priority preferences determines initial placement based on program capacity. Families can rank 5 choices from first to fifth. A waitlist is maintained after the initial seats are filled and if students exit the program students are called from the wait list based on their random number.

Late applications may also be submitted and students are added to the bottom of the wait list in the order the late applications are made.

5. Appeals Process for Hardship Cases

An appeal process is provided following the initial acceptance period for district Application Programs by contacting the Student Assignment office in writing. A committee is formed with school and district staff to review the request.

Additionally, if the student's attendance in the assigned school creates substantial and undue hardship for the family, a request for a hardship exception will be considered. The hardship must be based upon unusual facts and circumstances applicable to the individual parent, legal guardian, other legal custodian, or adult student in question.

Hardship exceptions shall be granted based upon a case-by-case analysis by the Student Assignment Department of such facts and circumstances.

6. Procedure to Maintain Socioeconomic, Demographic, and Racial Balance

Pinellas County Schools has been declared a Unitary district and the Student Assignment Policy is race neutral. A variety of targeted marketing processes are utilized to increase the diversity of the applicant pool for the District Application Programs leading to increased socioeconomic, demographic, and racial diversity through the random lottery process.

7. Availability of Transportation

Students accepted into a District Application Program are provided arterial bus transportation along major roads.

8. Process for Promoting Strong Parental Involvement, Including the Designation of a Parent Liaison

Many of the District Application Programs have community advisory boards to guide program offerings and facilitate available industry certifications. Each school also maintains a School Advisory Council that provides additional input and support for the application program.

9. Strategy for Establishing an Information Clearinghouse

All information on available choices and student assignment issues is maintained on the district Student Assignment website at;

https://www.pcsb.org/index.php?option=com_content&view=article&id=41&Itemid=1038

Additionally, each year the district Office of Strategic Communications coordinates a variety of outreach showcases, magnet fairs and community events to promote choices. Translators are available at these events for non-English speaking families.

Each District Application Program school schedules a Discovery Night and schedules program tours during the day for interested families. High school programs also offer shadowing opportunities for students.