

**Recommended Implementation Plan for Informed Consent
For Assignment to Year-Round and Modified Calendar Schools for 2008-09**

Presented To The Board Of Education On April 22, 2008
By The Growth and Planning Department

Four Target Groups

There are approximately 33,667 students who are currently assigned to year-round or modified calendar schools who did not apply for a traditional calendar school during the February 2008 application process. We are recommending the process shown below for each of the following groups. In all cases we recommend that the traditional calendar alternative assignment be considered a one year assignment for the 2008-09 school year, and that we continue to offer traditional calendar options as part of the annual magnet/calendar application process.

1. Current base students assigned to year-round or modified calendar schools whose parents gave consent during the 2007-08 school year
 - a. 26,169 students
 - b. The parents of this group have previously given consent and the students are currently in a year-round or modified calendar school. We recommend that a one page information sheet (Attachment A) be provided to all of these families indicating that they can change their consent for the 2008-09 school year by notifying their school in writing that they want to be assigned to the traditional calendar school designated as the "non-consent" school for their node. The flyer can be included in the envelope containing the official school assignment for next year.

2. Pre-registered students assigned as base students to year-round or modified calendar schools
 - a. 4,075 students
 - b. Growth and Planning will mail a personalized consent form (Attachment B) to the parents of each of these students.
 - c. Consent forms will be returned to the base assigned school or to the Growth and Planning Dept. Forms will be filed at the school and the Growth and Planning Department will be informed of the parent's decision.
 - d. If the parent declines to give consent, the Growth and Planning Department will assign the student with a "G" code to the designated traditional calendar school.

3. Current "G" students assigned to a designated traditional calendar school for 07-08 whose parents did not apply for a calendar option and who are now assigned to a year round or modified calendar school for 08-09.
 - a. 1,373 students
 - b. Growth and Planning will mail a consent form to the parents of each of these students.
 - c. School personnel will attempt to contact these families by phone to determine their intention for next year.
 - d. Consent forms will be returned to the current school which will forward the forms to Growth and Planning.
 - e. If the parent declines to give consent, the Growth and Planning Department will assign the student with a "G" code to the designated traditional calendar school and send the forms to the base school.

4. Students in nodes reassigned to year-round schools from traditional calendar schools or moving to year-round 6th grade from traditional elementary
 - a. 2,005 students
 - b. Growth and Planning will mail a consent form to the parents of each of these students.
 - c. School personnel will attempt to contact these families by phone to determine their intention for next year.
 - d. Consent forms will be returned to the current school which will forward the forms to Growth and Planning.
 - e. If the parent declines to give consent, the Growth and Planning Department will assign the student with a "G" code to the designated traditional calendar school for 2008-09 and send the forms to the base school.

Timeline

April 22	Present Process To The Board Of Education
April 25	Mail 6,439 letters to families in groups 2,3, and 4.
May 2	Package 27,000 information sheets for students currently enrolled with consent to be included with Assignment Letter materials.
April 28-May 9	Schools attempt to contact groups 3 and 4
May 15	Schools send official assignment notification to all students.
May 15 to June 1	Annual Transfer request process begins.
May 23	Deadline for consent prior to default assignment to designated traditional calendar school.
May 28	Growth and Planning mails official traditional calendar assignments to those families who have not consented to year-round or modified calendar assignment.
May 29-June 13	Families receiving traditional calendar assignments may apply for transfers.
July 7	Tracks 1, 2, and 3 begin the 2007-08 school year
July 24	School year for modified calendar schools begins
July 28	Track 4 school year begins
Aug 25	Traditional calendar school year begins
Continuous	New student registration process will be modified to collect parental consent prior to assignment to any year-round or modified calendar school.