

# Greenwich Public Schools

## Magnet Guidelines 2018-2019 School Year

### Who should apply?

- Students living outside the magnet school's attendance area and the children of permanent Town of Greenwich employees residing outside of Greenwich are encouraged to apply.
- Students attending a magnet school who initially enrolled based on residence in the magnet school attendance area and are moving or have moved out of the magnet school attendance area by February 9, 2018 **MUST** apply and be placed through the lottery to remain in the magnet school as magnet students for the 2018-2019 school year.
- Students moving out of a magnet school attendance area after February 9, 2018 will be allowed to remain in the magnet school for the remainder of the 2017-2018 school year and the 2018-2019 school year and must apply and be placed through the 2019-2020 lottery (apply January 2019) to remain in the magnet school for the 2019-2020 school year.
- Students residing outside of the magnet school attendance area that applied and were placed in the magnet school through the lottery **DO NOT** need to reapply even if they move to another school attendance area within the Town of Greenwich.
- **Students residing in a magnet school attendance area who are new to the school or entering kindergarten should enroll to attend the magnet school through the regular registration process.** They do not need to apply through the lottery, unless applying to a magnet school outside of their neighborhood elementary attendance area.
- Students seeking to enroll in preschool should do so through the Greenwich Public Schools Preschool Program which conducts a separate lottery.

### Application Process

- February 10<sup>th</sup> is the **APPLICATION DEADLINE** for inclusion in the lottery. The application must be emailed, postmarked or hand delivered by **February 9<sup>th</sup>** to Ms. Marcia Tartaglia at 290 Greenwich Avenue.
- The majority of available magnet seats will be filled by the end of February. On time applicants will be selected for admission within the limits of space availability. If the number of applications exceeds the number of available seats, a lottery will be conducted. Class size guidelines and facility utilization will be used to determine availability of magnet seats.
- Neither the date nor the order of applications received during the application process will be a factor in the selection of students for the school. Applications received after February 9, 2018 will not be included in the February lottery, but will be considered if there are no other applicants for an available seat.
- Parents may indicate up to three elementary school choices on a magnet school application or one middle school choice. Priority will be given in the selection of applicants as follows:

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### Selection Priorities

**Hamilton Avenue** (Science, Technology, Engineering and Mathematics)

#### K-5 Applications

- **First priority** will be given to siblings of current magnet students (currently in K-4<sup>th</sup> grade). The sibling must reside in the same household as the applicant.
- **Second priority** will be given to students enrolled or residing in the following school attendance areas: Cos Cob, Glenville, North Mianus, and Riverside.
- **Third priority** will be given to students enrolled or residing in the following school attendance areas International School at Dundee, Julian Curtiss School, New Lebanon, North Street, Old Greenwich and Parkway.
- **Fourth priority** will be given to students who are children of employees of the Town of Greenwich and/or the Greenwich Public Schools.

### Julian Curtiss Magnet School of World Languages

#### K-5 Applications

- **First priority** will be given to siblings of current magnet students (currently in K-4<sup>th</sup> grade). The sibling must reside in the same household as the applicant.
- **Second priority** will be given to students enrolled or residing in the following school attendance areas: Cos Cob, Glenville, North Mianus, and Riverside.
- **Third priority** will be given to students enrolled or residing in the following school attendance areas Hamilton Avenue, International School at Dundee, New Lebanon, North Street, Old Greenwich and Parkway.
- **Fourth priority** will be given to students who are children of employees of the Town of Greenwich and/or the Greenwich Public Schools.

### New Lebanon (International Baccalaureate)

#### K-5 Applications

- **First priority** will be given to siblings of current magnet students (currently in K-4<sup>th</sup> grade). The sibling must reside in the same household as the applicant.
- **Second priority** will be given to students enrolled or residing in the following school attendance areas: Cos Cob, Glenville, North Mianus, and Riverside.
- **Third priority** will be given to students enrolled or residing in the following school attendance areas Hamilton Avenue, International School at Dundee, Julian Curtiss, North Street, Old Greenwich and Parkway.
- **Fourth priority** will be given to students who are children of employees of the Town of Greenwich and/or the Greenwich Public Schools.

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### International School at Dundee (International Baccalaureate)

#### K-5 Applications

- **First priority** will be given to siblings of currently enrolled magnet students (K-4<sup>th</sup> grade). The sibling must reside in the same household as the applicant.
- **Second priority** will be given to students enrolled or residing in the North Mianus and Riverside attendance areas.
- **Third priority** will be given to students enrolled or residing in the Cos Cob and Glenville attendance areas.
- **Fourth priority** will be given to students enrolled or residing in the Hamilton Avenue, Julian Curtiss, New Lebanon, North Street, Old Greenwich, and Parkway attendance areas.
- **Fifth priority** will be given to students who are children of employees of the Town of Greenwich and/or the Greenwich Public Schools.

### Western Middle School (International Baccalaureate)

#### Gr 6 - 8 Applications

- **First priority** will be given to siblings of current magnet students (currently in 6<sup>th</sup> or 7<sup>th</sup> grade). The sibling must reside in the same household as the applicant.
- **Second priority** will be given to residents of the Town of Greenwich.
- **Third priority** will be given to students who are children of employees of the Town of Greenwich and/or the Greenwich Public Schools.

#### Selection Process

- “Siblings” are defined as brothers/sisters living within the same household. Siblings are placed first prior to conducting a lottery for students in other priority groups. If the number of sibling applicants exceeds the seats available, a lottery will be conducted.
- Within other priority groups ALL applicants will have an opportunity to be selected assuming there are empty seats available. Where the number of applicants exceeds the number of seats available, a lottery will be conducted to place students. The lottery will “weight” students based on their priority group. *No student’s application will be denied or accepted on the basis of gender, race, ethnic group, or special education need.*
- A certain number of seats will be left vacant at each grade level for students transferring into the mandatory attendance area, between the application process and the start of school.
- If more than one child in a family is applying to a magnet school, each child must complete a separate application form. No sibling preference will be given to either child for new applicants.

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- If some students who are accepted choose not to attend a magnet school, and the magnet school thereby has available seats, the magnet school will place students off a waiting list determined by the District lottery. The waiting list based on the 2018-2019 lottery expires on September 14, 2018. No applicants will be placed in magnet schools for the 2018-2019 school year after this date.
- Children who are NOT accepted in a magnet school for the 2018-2019 school year may reapply the following year for possible acceptance in 2019-2020.
- If an applicant applies to more than one school, priority will be to assign the child to his/her first preference. However, he/she may be assigned to any one of his/her listed choices. If the applicant refuses to accept one of his/her listed choices, he/she will not be maintained in the applicant pool for other schools.
- After a student is accepted into a magnet school, **parents must confirm in writing by Friday, March 9th that their child will attend.**
- If a student is retained in a grade other than the grade to which he/she applied, his/her application will be considered null and void and a new application must be submitted for the proper grade.
- Students residing outside of the magnet school attendance area that applied and were placed in the magnet school through the lottery and subsequently move to another school attendance area within the Town of Greenwich may remain in the magnet until he/she completes the 5<sup>th</sup> grade school year.
- Students in magnet schools who move outside the Town of Greenwich do not have the right to return to the magnet school if they subsequently move back into town. They must reapply for the magnet school during the application timeline.

### Is transportation provided?

- Transportation is provided for magnet students attending Hamilton Avenue, New Lebanon and Western Middle School.
- Transportation for magnet students attending Julian Curtiss or International School at Dundee is not automatically provided, however, some accommodations can be made, based on GPS transportation guidelines (Procedure E-051.4):
  - Only magnet students who attend an elementary magnet school within their middle school attendance areas are eligible for transportation if they meet the standards outlined in the procedure.
  - Parents must provide transportation when their child enters middle school unless they attend their attendance area middle school and are eligible for bus service.
  - Transportation services are also subject to change whenever families move during a school year (e.g., new address within or outside the magnet cluster, within or outside one mile).

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### Do applicants have to be currently attending the Greenwich Public Schools?

- An applicant currently attending a private school will receive the same priority as other applicants in his or her public school attendance zone. Private school applicants must currently reside in the Town of Greenwich.

### What happens after the Lottery?

- When the lottery process is completed, the parent/guardian will be notified in writing if his/her child has been selected for admission to a magnet school. An accepted application into the school will be considered as a commitment to attend. Parents will be given a date for an acceptance response (March 9, 2018).
- **If a response is not received by that date, the magnet seat will be forfeited and given to the next individual on the waiting list.** Should one sibling be admitted, but not the other, the parents may choose to decline admission. Those who decline admission will no longer be considered for admission to a magnet school for the 2018-2019 school year.

### School Year and Middle School Assignment:

- Once a school year begins and the student actually attends a magnet school, the assignment is final for the remainder of the school year. If a parent/guardian decides to withdraw a student from the magnet school for the following school year, a written request must be submitted to the magnet school principal by January 30<sup>th</sup>. The student will then be assigned to his or her home school for the following school year.
- For students enrolled in a magnet school outside of their middle school attendance area, only those enrolled prior to 2014-2015 will have the option to choose the magnet school middle school or the middle school in their area of residence upon the completion of fifth grade.
- Beginning with the 2014-2015 school year, students gaining entry to a magnet school through sibling preference and residing outside of the magnet school's middle school attendance area will have the option to choose the magnet school middle school or the middle school in their area of residence upon the completion of fifth grade if the sibling was enrolled prior to 2014-2015.
- Beginning with the 2014-2015 school year, students enrolling in a magnet school and residing outside of the magnet school's middle school attendance area will be required to attend the middle school in their area of residence upon the completion of fifth grade.