



MEMORANDUM

TO: Patrick K. Murphy, Superintendent

FROM: John C. Chadwick, Assistant Superintendent Facilities and Operations

SUBJECT: **Framework for Proposed Refinements to High School Attendance Zone Boundaries**

DATE: September 8, 2016

At the August 30, 2016 School Board Work Session the School Board requested that staff develop a plan to engage in a high school boundary adjustment process in Fall 2016.

School Board Policy 30-2.2 Boundaries states that, “when the Superintendent has determined ... that boundary changes should be considered, the Superintendent shall recommend to the School Board the process for consideration of boundary changes. The recommended framework shall include the proposed schedule for the boundary change process, identification of the schools and communities to be affected, and an outline of the process to include affected schools and communities in the consideration of boundary changes. The School Board shall act on the recommendation.”

A communication plan and an online boundary tool will be developed for this process. After the engagement process and online boundary tool have closed, staff will analyze all options submitted. Based on the criteria in School Board Policy 30-2.2 Boundaries, staff will make a recommendation to the Superintendent. The Superintendent will make a recommendation to the School Board for information and action. The School Board will hold a public hearing to receive additional community input.

The School Board will act on boundary recommendations in December 2016 prior to High School Information Night on December 12, 2016 for rising freshman. The boundary adjustments will take effect in Fall, 2017 and will begin with 2016 eighth graders who will be ninth graders in 2017, and will continue with future incoming freshmen. In addition, the recommendations will include options for sibling considerations and transportation services. No current high school students will be affected by the proposed boundary refinements.

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Proposed Schedule for Changes to High School Attendance Zone Boundaries:

This schedule shows important dates in the process. The boundary change must be adopted by the School Board prior to High School Information Night so that incoming students and families will know their assigned schools.

September 2016	8	School Board Information on Framework for Proposed Refinements to High School Attendance Zone Boundaries
	22	School Board Information on Framework for Refinements to High School Attendance Zone Boundaries
	30	Official Enrollment Count
October 2016	6	Official Enrollment Data Available to Facilities Planning
	6	School Board Action on Framework for Refinements to High School Attendance Zone Boundaries
	12	Community Meeting
	12	Boundary Tool Opens
	24	Boundary Tool Closes
	27	Community Meeting
November 2016	2	School Board Work Session
	3	School Board Information on Changes to High School Attendance Zone Boundaries
	7	Secondary Transfer Period Begins
	15	School Board Public Hearing on Changes to High School Attendance Zone Boundaries
December 2016	1	School Board Action Item on Changes to High School Attendance Zone Boundaries
	12	High School Information Night
Jan 2017	31	Secondary Transfer Period Ends
Sept 2017	5	Boundary Change Takes Effect for Incoming and Future Freshman