

2011-2012

**No Child Left Behind (NCLB)
Public School Choice Program**

**Parent Information Booklet for
General Education Students**

NYCTM

**Department of
Education**

Dennis M. Walcott, Chancellor

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Welcome to the 2011-2012 NCLB Public School Choice Program

Choosing the right school for your child can be a rewarding experience. This guide will serve as a resource to help you understand the NCLB Public School Choice Program and provide you with the tools you need to help you make an informed choice.

Eligibility

Your child is eligible to participate in the No Child Left Behind (NCLB) Public School Choice program because his or her school has been identified as a Title I School in Need of Improvement (SINI) in year two or more or a Persistently Low Achieving (PLA) according to achievement criteria set by New York State. The NCLB Public School Choice program gives parents of eligible students the opportunity to request a transfer to a non-SINI and non-PLA school.

Current 5th grade students in a K-5 school are not eligible to participate in the program because they are in the last grade of their school. All 8th grade students are not eligible. They participate in the New York City Department of Education (NYCDOE) High School Admissions Process.

Transfer Options

- 1) Remain at the current school.
- OR --
- 2) Request a transfer to a school that is non-SINI and non-PLA that has available space for your child.

The NYCDOE will seek to identify an available school which can provide your child with the Special Education program and services recommended in his or her Individualized Education Program (IEP) consistent with the requirements of the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, and Title II of the Americans with Disabilities Act (ADA Title II).

If you choose to remain at your current school or if your request for transfer cannot be accommodated, speak with your school's Principal or your child's teacher about Supplementary Educational Services (SES) your child may be eligible to receive. SES offers free after school enrichment services such as tutoring.

2011-2012 NCLB Public School Choice Program Dates

Key Program Dates

Date	Event
March 28 - March 31	Parent Information Sessions (see below for dates and locations)
Friday, April 8	Deadline to submit the Transfer Application Form
Week of June 26	Transfer Decision Letters mailed to families

Parent Information Sessions

Borough	Date	Time	School Site	Street Address
Bronx	Wednesday, March 30	6pm - 8pm	Roosevelt Educational Campus (Auditorium)	500 East Fordham Road Bronx, NY 10458
Brooklyn	Monday, March 28	6pm - 8pm	Brooklyn High School of the Arts	345 Dean Street, Brooklyn, NY 11217
Manhattan	Tuesday, March 29	6pm - 8pm	Louis D. Brandeis High School	145 West 84th Street New York, NY 10024
Queens	Thursday, March 31	6pm - 8pm	John Adams High School	101-01 Rockaway Boulevard Queens, NY 11417
Staten Island	Wednesday, March 30	6pm - 8pm	New Dorp High School	465 New Dorp Lane, Staten Island, NY 10306

Make Informed Decisions

Before you submit your application, consider the following:

Your Child's Current School

Before you consider a new school option for your child, talk to the principal and teachers at your child's current school. Here are a few questions to ask your student's teachers and school leaders:

- Is my child performing on grade level?
- Is my child performing well in school or enrolled in an accelerated program such as Gifted and Talented?
- What is my child's current school doing to make improvements?

Transfer School Options

Eligible families have the opportunity to apply to a variety of schools. Schools can vary with respect to their size, location, academic focus and program offerings. Before you apply, be sure to contact the school to find out what kind of offerings they have for your student. You can also use one of the many research tools offered by the NYCDOE. These tools provide detailed information about each school's performance. You can find the list of resources on page 4.

Daily Commute

Through the Public School Choice Program, students have the opportunity to transfer to schools throughout New York City. As with any school, students will be expected to arrive to school on time, regardless of the distance they have to travel. We encourage parents to consider the distance their child will have to travel to get to their new school. For more information about transportation, please review the Transportation FAQ on page 7.

Parent Information Session

We encourage all eligible families to attend a Parent Information Session. Attending a session will provide you with the opportunity to meet with a member of the Public School Choice team, ask questions and learn valuable information about Public School Choice application process. Light refreshments will be served. Interpretation services will be available. See page 2 for dates and times.

Make Informed Decisions

Assess school performance using the tools found below:

School Search on the NYCDOE website. The School Search tool allows parents to search for a specific school and access the school's webpage. Each school's webpage contains basic contact, geographic, and program information as well as links to school reports and statistics. The School Search tool is located on the NYCDOE homepage: <http://schools.nyc.gov>

The ARIS Parent Link is an online system that allows parents access to information about their children that the New York City Department of Education's Achievement Reporting and Innovation System (ARIS) provides to educators. Contact your school's Parent Coordinator or your school's ARIS Parent Link Coordinator to find out how to log-in to ARIS Parent Link. Log in at www.arisparentlink.org.

The NYC School Progress Report informs families about the school's strengths and weaknesses, emphasizing how far students have come in the past year. Progress Report grades are made up of 3 sections: student progress, student performance, and school environment. Each school has a grade of A, B, C, D, or F to help you understand how well a school is doing and compare it to other, similar schools. To learn more about Progress Reports, and to find the Progress Report for a specific school, visit: <http://schools.nyc.gov/accountability>

The Progress Report Overview This year schools are receiving a Progress Report Overview for the first time. This new report provides a summary of a school's Progress Report results. It also helps families interpret the Progress Report and understand information about school performance. Use the NYCDOE School Search and click on "Statistics" to see the school's Progress Report Overview. <http://schools.nyc.gov>

The NYC School Survey (The Learning Environment Survey) gathers information about schools from teachers, parents, and students in grades 6 -12. The NYC School Survey reflects school community feedback related to safety and respect, academic expectations, communication, and parent, teacher and student engagement at each school. Results are available year-round. Visit: www.nyc.gov/schools/surveys

Quality Reviews provide an in-depth profile of how well a school is organized to support student achievement. The Quality Review measures how well the school assesses student performance, improves student achievement, meets their academic goals and plans for staff development. Every school receives an overall Quality Review score of Well Developed, Proficient, Developing, or Underdeveloped. To access the Quality Review for a specific school visit: <http://schools.nyc.gov/accountability>

Frequently Asked Questions (FAQ)

The Application Process

How do I request an NCLB Public School Choice transfer? You must submit the Transfer Application Form (included in your envelope) by mail before April 8, 2011. The schools you may select are listed on the Transfer Application Form. Carefully read the instructions before marking any choices. The schools listed are "receiving schools" because they are not on the SINI or PLA list.

What schools are available to transfer into? You can only apply to a school if it is listed in the application.

Is this a mandatory program? No, you are being provided with the option to request a transfer for your child. If you want your child to stay at his or her current school, check "NO, I would not like to request a transfer" in the "Requesting a Transfer" section of the Transfer Application Form.

Can I rank my school choices? No. There is no ranking order on the application. Your child may be matched to any school that you choose to bubble in, so choose only those schools that you are willing to have your child attend. You may be offered a transfer to any of the schools that you select.

How is my child matched to a school? After reviewing the schools you have selected for your child, matches are made according to seat availability and in accordance with the No Child Left Behind Act, which requires that the lowest-performing and lowest-income students have first priority.

Am I guaranteed a transfer offer? No, there are a limited number of seats available at each school.

Once I accept an offer for a new school is that final? If a student does not meet the grade requirements for promotion, their NCLB offer may be changed or denied. If a student changes status from General Education to Special Education during the NCLB matching process, the NCLB offer may be rescinded.

If I receive a transfer offer, do I have to accept it? No, you do not have to accept the transfer offer. Please submit the Transfer Response Form to indicate that you are declining the offer.

What happens if I miss the deadline? If you do not submit the Transfer Application Form by the deadline, we will conclude that you have chosen not to request a transfer. Your child will remain enrolled in his or her current school.

Frequently Asked Questions

School Accountability

Why was my child's school identified as a "School In Need of Improvement"? The Federal NCLB law requires every state to set high academic standards and yearly goals for achievement. Adequate Yearly Progress (AYP) is the minimum level of performance school districts and schools must achieve every year to meet this goal. Title I schools that do not meet the Adequate Yearly Progress (AYP) goals in English Language Arts (ELA), Mathematics, Science and/or high school graduation rates for at least two years are placed on the state's list of Schools In Need of Improvement (SINI). While some SINI schools have produced good results for many students, they have not sufficiently improved achievement for all students. In other cases, schools are included on the SINI list when an insufficient number of students participated in state-required tests.

Why was my child's school identified as a "Persistently Lowest-Achieving"? The State's designation of schools as "persistently lowest-achieving" are schools currently in Improvement status under NCLB Differentiated Accountability, schools that have the lowest combined performance on State English and mathematics tests and that have failed to demonstrate progress on these assessments. Additionally, schools can be identified as persistently lowest-achieving include: middle and high schools that are eligible for, but do not receive, Title I funds, and; schools that have had graduation rates below 60% for several years.

If my child transfers to a new school, will he/she continue to receive Supplemental Education Services (SES)? No. Students currently eligible to receive SES will continue to be eligible as long as he/she remains in his/her current school. If you transfer your child to a different school through the NCLB Public School Choice program, your child will no longer be eligible to enroll in SES because he or she will no longer be attending a Title I SINI school. Speak with your Parent Coordinator to find out more about SES.

Frequently Asked Questions

Transportation

Will my child receive transportation? Yes. Your child will receive transportation (see below). Please note that “transportation” could be a yellow school bus or could be a full fare MetroCard. Students who transfer to a different school under the NCLB Voluntary Public School Choice program will receive transportation through the final grade of that school. Please refer to the chart below to understand the NYCDOE transportation guideline for NCLB transfers:

Walking Distance: Home to School	Grades K-2	Grades 3-6	Grades 7-12
Less than 1/2 mile	Full fare MetroCard	Full fare MetroCard	Full fare MetroCard
More than 1/2 mile, less than 1 mile	Yellow School Bus	Yellow School Bus	
More than 1 mile, less than 1 ½ mile		Yellow School Bus	
1½ miles or more			

Will my child keep the same transportation every year? Continued eligibility for NCLB Transportation is contingent on grade level and distance from the new school. For example, a Grade 2 student that transfers through the NCLB Voluntary Public School Choice program and resides more than ½ mile but less than 1 mile from the new school is eligible for General Education transportation Yellow School Bus. When this student begins Grade 3 he or she would be eligible for a Full fare MetroCard for public transportation.

If I accept a transfer for my child, when will I be informed about transportation? If you accept your offer, you can contact the Office of Pupil Transportation (OPT) during the last week of August for Yellow Bus information at (718) 392-8855. Returning your Transfer Response Form by the deadline allows OPT to schedule busing eligibility in a timely fashion. If your child will receive a MetroCard, it will be distributed by the school at the beginning of the school year.

What if we move after my child has transferred to a school through NCLB Voluntary Public School Choice? If your family moves after your child has transferred to a school through NCLB Voluntary Public School Choice, your child will receive transportation based on the new address using the eligibility requirements listed above. Please be sure to notify the school of your new address.

What if my child leaves the school he or she transferred into through NCLB Public School Choice? The General Education transportation provided under NCLB would no longer be guaranteed. If a student leaves the school, busing eligibility would be in accordance with current NYCDOE transportation guidelines.

How can I figure out the distance from my home to a school? Use HopStop as a tool to estimate the best route and calculate time and distance from your home to a school. Make sure you know how long it takes to get from your home to the schools you select on your application. <http://www.hopstop.com>

Additional Resources: Where Can I Get Help?

The Parent Coordinator at your school is a valuable resource. You can find the phone number for your school on the NYCDOE website <http://schools.nyc.gov/default.htm> or by dialing 311.

The Voluntary Public School Choice Team works in the Office of Student Enrollment and is responsible for implementing the NCLB Voluntary Public School Choice program. We are here to answer your questions and make sure you have access to the information you need at each step of the process. For more information about Public School Choice contact: (718) 935-2439, NCLB_PSC@schools.nyc.gov or www.nyc.gov/schools/nclb.

The Borough Enrollment Office handles registration, school assignment, transfers, and support for admissions processes. Contact information is located on page 10 and on the front page of the Transfer Application Form.

Office of Pupil Transportation

For additional information about transportation, contact the Office of Pupil Transportation at (718) 392-8855 or visit the OPT website: www.nyc.gov/schools/Offices/Transportation

Public School Choice Application Checklist

- Visit your current school to verify that your contact information is correct.
- Carefully read through the application materials and Parent Information Booklet before mailing the Transfer Application Form
- Use the online research tools on the NYC Department of Education website to research your selected schools
- If your child requires additional services, be sure to find out if your potential transfer schools offer accessibility for students with limited mobility, English Language Learner (ELL) and bilingual programs
- Make sure that your selected school(s) offerings, courses, programs, and activities match your preferences. Use www.hopstop.com or the NYCDOE School Search as tools to help you find the best route and also calculate time and distance from your home to a school
- Indicate that you would like to apply for a transfer by selecting YES or No on the Transfer Application Form
- Print and sign your name, record the date, and provide a phone number and email address
- Make a photocopy of your Transfer Application Form for your records
- Submit the Transfer Application Form via mail postmarked by Friday, April 8, 2011

Public School Choice 2011-2012 Glossary

NCLB (No Child Left Behind) is a federal law with the goal of improving education for all children. It holds schools responsible for results, gives parents greater choices, and promotes teaching methods that work.

SINI (School in Need of Improvement) A school identified as In Need of Improvement is one that did not meet the Adequate Yearly Progress (AYP) targets for two consecutive years.

AYP (Adequate Yearly Progress) Indicates satisfactory progress toward the goal of proficiency for all students. To make AYP, schools must meet or exceed minimum student participation and academic performance targets on annual state assessments.

PLA (Persistently Lowest-Achieving) The State's designation of schools as "persistently lowest-achieving" are schools currently in Improvement status under NCLB Differentiated Accountability, schools that have the lowest combined performance on State English and mathematics tests and that have failed to demonstrate progress on these assessments. Additionally, schools can be identified as persistently lowest-achieving include: middle and high schools that are eligible for, but do not receive, Title I funds, and; schools that have had graduation rates below 60% for several years.

IEP (Individualized Education Program) describes the special education and related services specifically designed to meet the unique educational needs of a student with a disability. An IEP is the guiding document for a student's educational program. It includes all of the goals, objectives, present levels of performance and related services that are recommended for the student.

DBN (District Borough Number) is a code used by the Department of Education to track schools (*Example: The Earth School DBN – 01M364*).

ELA (English Language Arts) refers to the language portion of the test.

SES (Supplemental Education Services) Students enrolled in SINI Title I Schools in Need of Improvement-Year 2, Title I Corrective Action Schools, Title I Schools Planning for Restructuring, and Title I Schools in Restructuring who are also eligible for the federal free lunch program are eligible for free Supplemental Educational Services (SES). SES includes free after-school/weekend remedial help or tutoring services.

Borough Enrollment Offices

Borough	Enrollment Office	Districts Served	Information Number
Bronx	1 Fordham Plaza, 7th Floor, Bronx, 10458	7, 9, 10	(718) 935-2178
Bronx	1230 Zerega Avenue, Bronx, 10462	8, 11, 12	(718) 935-2278
Brooklyn	1780 Ocean Avenue, Brooklyn, 11230	17, 18, 22	(718) 935-2313
Brooklyn	415 89th Street, Brooklyn, 11209	20, 21	(718) 935-2331
Brooklyn	1665 St. Mark's Avenue, Brooklyn, 11233	19, 23, 32	(718) 935-2340
Brooklyn	29 Fort Greene Place (BE12), Brooklyn, 11217 <i>Please Note: General Education Only</i>	13, 14, 15, 16	(718) 935-2371
Brooklyn	131 Livingston Street, Brooklyn, 11201 <i>Please Note: Special Education Only</i>	13, 14, 15, 16	(718) 935-4908
Manhattan	333 Seventh Avenue (12th Floor), New York, 10001	1, 2, 4	(718) 935-2383
Manhattan	388 West 125th Street (7th Floor), New York, 10027	3, 5, 6	(718) 935-2385
Queens	28-11 Queens Plaza North, Long Island City, 11101	24, 30	(718) 935-2386
Queens	30-48 Linden Place, Flushing, 11354	25, 26	(718) 935-2391
Queens	82-01 Rockaway Boulevard, Ozone Park, 11416	27	(718) 935-2401
Queens	90-27 Sutphin Boulevard, Jamaica, 11435	28, 29	(718) 935-2393
Staten Island	718 Ocean Terrace (Building A), Staten Island, 10301	31	(718) 935-2402