

2011-2012

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

**Parent Information Booklet for
Special Education Students**



**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 understand the NCLB Public School Choice Program and provide you with the tools needed to 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 August 28	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

Assess school performance using the tools found below:

The NYCDOE will seek to identify a school that can provide the Special Education program and services recommended for your child's Individualized Education Program (IEP) that has available space. If your child receives a transfer opportunity, compare the transfer option to your child's current school using these tools.

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 <http://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: <http://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? If you want to request a transfer, check “YES” in the “Requesting a Transfer” section of the Transfer Application Form.

Sign and return the Transfer Application Form (included in the Parent Information Packet) via mail, postmarked by Friday, April 8, 2011.

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.

How is my child matched to a school? 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).

Am I guaranteed a transfer offer? No. There are a limited number of seats available at each school. Federal law requires that the NYCDOE give first priority to the lowest achieving low-income students.

How will I know which new school has been offered to my child? Transfer Decision Admission Letters with the new school’s information are mailed to parents who requested and received a transfer.

If I receive a transfer offer, do I have to accept it? No, you do not have to accept the transfer offer.

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changes status from Special Education to General Education during the NCLB matching process, the NCLB offer may be rescinded.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

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.

An annual Individualized Education Program (IEP) Team meeting is required to review your child's progress. An important part of the IEP Team meeting is to document your child's current skills and abilities, establish educational goals and determine what special education supports and services will be provided for him or her. It is very important that you and the school staff share information and ideas and work together as a team.

Frequently Asked Questions

Transportation

Will my child receive transportation? Yes. Special Education students who receive door-to-door transportation in accordance with an Individualized Education Program (IEP) will continue to receive mandated transportation if they transfer to a different school. Your child will receive transportation (see below) but 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	Full fare MetroCard	
More than 1 mile, less than 1 ½ mile		Yellow School Bus	
1½ miles or more		Yellow School Bus	

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 visit: 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 9 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
- 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

