

Overview of the New Magnet Application Process

November 29, 2016 Board Meeting

1. At the May 24th board work session the new magnet application (as approved by the Magnet Steering Committee) was presented to the board members and was included in the board packet. No questions/issues were raised about the application or the process so we moved forward with final details to share the new process with principals so they could submit new applications for consideration.
2. The application and follow up process was again reviewed and approved by the Magnet Steering Committee and approved for rollout.
3. On July 12th, all principals were invited to a Principal Orientation on the new Magnet Application Process. (See attached PowerPoint used with principals).
4. The new magnet application was described as not only an application template but also a planning tool for schools to use as they map out any proposed new magnet programs for their school. Applications were accepted through Sept. 30, 2016.
5. When a magnet proposal is completed by the school, the online magnet application is submitted to the Optional/Magnet Office in Curriculum and Instruction.
6. As approved by the Magnet Steering Committee, the first step in the process is for the new magnet applications to be reviewed by a cross departmental district team (representatives on the team include Optional/Magnet office from Curriculum and Instruction and Data Management, Diversity, Equity & Poverty, Student Assignment, Demographics, Transportation, Data Management, Finance, College and Career Readiness, as well as the submitting Principal and Area Assistant Superintendent.)
7. A scoring rubric will be utilized to review and score all applications. Based on scoring, any significant barriers and consensus of the team, applications may move to the next step of the process for cabinet level review.
8. Cabinet Members will review any magnet applications as forwarded from the cross departmental team with scoring rubrics and information regarding the specific magnet.
9. Cabinet members will determine if the magnet application moves forward to the board for possible board approval per board policy.