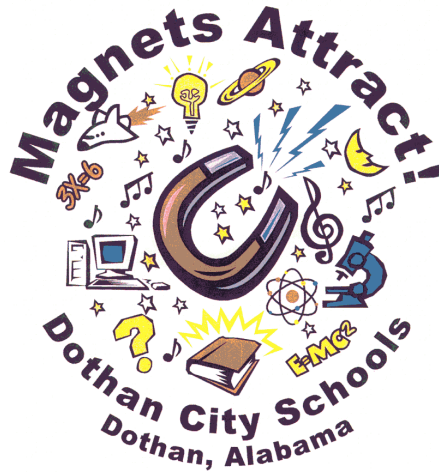


**MAGNET SCHOOL PROCEDURES
AND APPLICATION
2018-2019 SCHOOL YEAR**

**HEARD MAGNET SCHOOL & MONTANA ST. MAGNET SCHOOL
(GRADES K-5)**

**BEVERLYE MAGNET SCHOOL & CARVER MAGNET SCHOOL
(GRADES 6-8)**



**MAGNET SCHOOL APPLICATION
2018-2019 SCHOOL YEAR**

**HEARD MAGNET SCHOOL
201 DANIEL CIRCLE
DOTHAN, AL 36301
(334) 794-1471
MR. JEFF HATFIELD, PRINCIPAL**

**MONTANA ST. MAGNET SCHOOL
1001 MONTANA STREET
DOTHAN, AL 36303
(334) 794-1475
MS. SUE CLARK, PRINCIPAL**

**BEVERLYE MAGNET SCHOOL
1025 SOUTH BEVERLYE ROAD
DOTHAN, AL 36301
(334) 794-1432
MRS. MARIA JOHNSON, PRINCIPAL**

**CARVER MAGNET SCHOOL
1001 WEBB ROAD
DOTHAN, AL 36303
(334) 794-1440
DR. DONNIE CHAMBERS, PRINCIPAL**

The Dothan City Board of Education

Mr. Mike Schmitz – Chairman
Mrs. Brenda Guilford – District 1
Mr. Franklin Jones – District 2
Mrs. Susan Vierkandt – District 3
Mr. Brett Strickland – District 4
Mrs. Amy Bonds – District 5
Mr. Chris Maddox – District 6

Mr. Todd Weeks, Interim Superintendent

Magnet School Program and Qualifications

ADMISSION QUALIFICATIONS

Elementary/Middle Magnet Zones

Any student living in the Faine, Girard, Kelly Springs, or Slingsluff Elementary School zone may apply for admission to Montana St. Magnet School. Any student living in the Cloverdale, Grandview, Hidden Lake, or Selma St. Elementary School zone may apply for admission to Heard Magnet School. Students living in the Highlands Elementary School may apply to either Montana St. Magnet or Heard Magnet (but not both) depending on whether they live in the Northview High School zone (Montana) or the Dothan High School zone (Heard).

Any student living in the Girard Middle School zone may apply for admission to Carver Magnet School. Any student living in the Honeysuckle Middle School zone may apply for admission to Beverlye Magnet School.

School zones based on addresses can be found on the Dothan City Schools website at www.dothan.k12.al.us under *For Parents, School Attendance Zones*.

Kindergarten Eligibility Qualifications

Kindergarten admission to an elementary magnet school is based on the following:

1. Students entering Kindergarten must complete an Elementary Magnet School Application.
2. Students that apply for Kindergarten admission to an elementary magnet school will be assessed on literacy and math readiness skills using the SAT10 Test.
3. Parents will be contacted to schedule testing for the SAT10 once the application is received. There will be no charge to the students. (Testing dates will be during the week of March 19, 2018)
4. A student may take the SAT10 only once per school year.

Grades 1 – 5 Eligibility Qualifications

Admission for applicants entering grades 1-5 is based on the following:

1. 1st Grade applicants (Current Kindergarteners) must meet Satisfactory Progress for the 1st Semester.
2. 2nd – 5th Grade Applicants must have an earned core subject average of at least 80% for the 1st semester-of the current school year. (English/Language Arts, Reading, Math, Social Studies, Science)
(English/Language Arts + Reading + Math + Social Studies + Science /5 = Average) Example: (95 + 90 + 80 + 85 + 78 = 428 divided by 5 = 85.6 Average)
3. Applicants must have a minimum grade of B in conduct for the 1st semester of the current school year. Students must have no more than two Class II offenses and no Class III offenses, during the current year. Class offenses are documented referrals and defined in the 2017-18 Dothan City Schools' Code of Conduct. (Out of System Students – MUST attach 1st semester report card and 1st semester discipline report to the magnet school application form)

***If accepted, student must maintain this behavior requirement at their current school for the remainder of the academic year to remain eligible to attend a magnet school.**

4. For CURRENT Grades K-2, (Grades 1-3 Applicants) Classworks is not an eligibility component. However, Classworks scores will be used as a ranking tool for those qualifying based on their core subject average. Students will be ranked on core subject average and Classworks scores in both Reading and Math. The student's core average ranking and Classworks ranking will be averaged to obtain their overall rank. Students will be selected by rank until all openings are filled. (Out-Of-System students MUST attach a copy of their Nationally Norm-Referenced Test results to their application. (Ex. FCAT, SAT, etc.) Students without test Scores must pre-register for the SAT10 by calling the Magnet Office at 793-1397. (Out-of-System testing will be given on March 24, 2018 to those students who do not have test scores and have registered for the test.)
5. For CURRENT Grades 3-4 (Grades 4-5 Applicants) ACT Aspire is not an eligibility component. However, ACT Aspire scores will be used as ranking tool for those qualifying based on their core subject average. Students will be ranked on core subject average and ACT Aspire scores in both Reading and Math. The student's core average ranking and ACT Aspire ranking will be averaged to obtain their overall rank. Students will be selected by rank until all openings are filled. (Out-Of-System students must attach a copy of their Nationally Norm-Referenced Test results to their application. (Ex. FCAT, SAT, etc.) Students without test scores must pre-register for the SAT10 by calling the Magnet Office at 793-1397.) . (Out-of-System testing will be given on March 24, 2018 to those students who do not have test scores and have registered for the test.)

Grades 6 – 8 Eligibility Qualifications

Admission for applicants entering grades 6-8 is based on the following:

1. Applicants must have an earned core subject average of at least 80% for the 1st Semester of the current school year. (English/Language Arts, Reading, Math, Social Studies, and Science) (English/Language Arts + Reading + Math + Social Studies + Science /5 = Average) Example: (95 + 90 + 80 + 85 + 78 = 428 divided by 5 = 85.6 Average)
2. Conduct: During the current school year, 5th grade-students must have a minimum average of a B for the 1st semester. Students must have no more than two Class II offenses and no Class III offenses, during the current year. Class offenses are documented referrals and defined in the 2017-18 Dothan City Schools' Code of Conduct. (Out of System Students -MUST attach their 1st semester report card and 1st semester discipline report to the magnet school application form).

3. Students in current grades 6-7 must have no more than two Class II offenses and no Class III offenses, during the current year. Class offenses are documented referrals and defined in the 2017-18 Dothan City Schools' Code of Conduct. (Out of System Students – must attach their 1st semester report card and 1st semester discipline report to the magnet school application form).

***If accepted, student must maintain this behavior requirement at their current school for the remainder of the academic year to remain eligible to attend a magnet school.**

4. ACT Aspire is not an eligibility component. However, ACT Aspire scores will be used as ranking tool for those qualifying based on their core subject average. Students will be ranked on core subject average and ACT Aspire scores in both Reading and Math. The student's core average ranking and ACT Aspire ranking will be averaged to obtain their overall rank. Students will be selected by rank until all openings are filled. (Out-Of-System students must attach a copy of their Nationally Norm-Referenced Test results to their application. (Ex. FCAT, SAT, etc.) (Students without test scores must pre-register for the SAT10 by calling the Magnet Office at 793-1397.) (Out-of-System testing will be given on March 24, 2018 to those students who do not have test scores and have registered for the test.)

Sibling Preference Information: Kindergarten – Grade 8

Sibling Preference only applies during the initial selection period - February, 2018

1. Siblings of current students enrolled in a magnet school will receive placement preference at their zoned magnet school provided (a) they make application during the initial application period, (b) they meet the grades and conduct requirements, (c) there is sufficient space to accommodate them, and (d) they have previously been accepted to the school and declined placement.

Magnet School Employees Children Kindergarten – Grade 8

Children of magnet school employees will receive placement preference to the magnet school where parent is employed, provided (a) they make application during the initial application period, (b) they meet the grades and conduct requirements, (c) there is sufficient space to accommodate them, and (d) they have previously been accepted to the school and declined the placement.

Out of System Students

Children living outside the city limits of Dothan at the time of application, excluding employees' children, may apply, but must reside within the city limits of Dothan and in the zone for which magnet school they were accepted, by the first day of school or within two weeks of acceptance, whichever occurs last.

With the exception of employees' children, all students enrolled in magnet schools must live within the Dothan City limits. Employees' children who live outside the Dothan City Limits may apply to a magnet school based on the zone of their parent's place of employment. Children residing in the Dothan City Limits at the time of application receive placement preference for magnet school.

Dothan City Schools will allow non-resident students who are children of employees of Dothan City Schools or children of employees of the City of Dothan to attend Dothan City Schools. Their placement will be at the school or zone in which their parent works or may be determined by the Superintendent based upon enrollment or other factors. Board Policy 6.1.2.B

Exceptional Education Students

Exceptional education students may be admitted if the IEP Committee determines that a magnet school is the Least Restrictive Environment for the student. The IEP Committee and a representative from the magnet school, either the principal or his/her designee, **must** be present at all IEP meetings to consider placement of exceptional education students at a magnet school.

After an IEP meeting is held, and it is determined that the magnet school best meets the selected exceptional education student's needs, a registration packet will be offered to the student.

Exceptional education students must adhere to all registration requirements as described in the "Registration" section.

English as a Second Language

A matrix will be used as the entrance requirement for students whose primary language is not English.

Magnet School Transportation

Parents should be aware that magnet school students are not guaranteed "direct home to school" transportation and that many will be transported via a "shuttle bus system" from another school's campus.

Application Process

February 1 – 28, 2018 will be the initial application period for all grades, K-8. This will allow time for test scheduling and test administration. If you are interested in your child being considered for Magnet School Selection, please complete the enclosed application and return it in the self-addressed, pre-paid postage envelope or hand-deliver to the Board of Education Office at 500 Dusy Street, Dothan, Alabama 36301, before 4:30 p.m. on Wednesday, February 28, 2018. Applications received after this date will not be processed until after the initial selection has been completed.

Selection Process

Seats will be offered at every grade level as space permits. In the event there are more applicants than available seats, students will remain on the waiting list in rank order. Applicants who are not selected due to limited space may be assigned later, if additional seats become available. Students who have been accepted to a magnet school for which they are zoned and who have begun attending school, may transfer to the other magnet school, if they make a bona fide move into the opposite attendance zone and space is available.

Registration Process

Upon selection to a magnet school, parents will receive a letter of information. Therefore, it is important that all address data on your child's application is correct and legible.

A commitment contract, behavior contract and achievement contract must be agreed upon and signed by the student and parents. The commitment contract requires the parent(s) and the student to actively support the magnet schools program, its beliefs and ideals.

The signed commitment contract is also an agreement that parents are expected to provide a minimum of 10 service hours to the school and will attend all requested parent conferences. Families with students attending different magnet schools will be allowed to split the 10 hours of service between the schools equally

No child can be placed on the magnet school's roll without the child's name appearing on the Selected Students Report issued by the Magnet School Office.

After acceptance, all registration materials must be received at the assigned magnet school's office by the registration deadline as indicated in the student's acceptance letter. Therefore, please make sure all addresses and phone numbers entered on the application are current and written neatly. A parent/guardian has a maximum of **two weeks** to accept magnet school placement when notified. If a parent/guardian does not respond to the school during the designated time period, the student's file is marked "**NO RESPONSE**" and the vacancy is offered to another student. It is the parent/guardian's responsibility to meet all deadlines.

If a parent voluntarily withdraws a student from the magnet school, he/she shall be ineligible to return to the magnet school during the same year.

**Dothan City Schools
2018-2019
Kindergarten – 8th Grade
Magnet School Application**

Applications must be mailed or hand-delivered to the Dothan City Board of Education, Magnet Schools, 500 Dusy Street, Dothan, AL 36301. It is the responsibility of the parent or guardian to insure that the application is complete and submitted before the deadline. **NO EXCEPTIONS.** There are complete directions for each question on the back of this form. Read and answer carefully. Read the parent's declaration at the bottom of this form before signing. **Failure to properly complete this form could result in your child not being accepted to a magnet school.**

Student Information: Please **PRINT** or **TYPE** the following information.

Student Name: _____ G _____ Date of Birth ____/____/____
Last First M.I. M/F Month Day Year
 Address: _____ Apt: _____ City/State/Zip: _____
 Mailing Address (only if P.O. Box) _____ City/State/Zip: _____

Current School **2017-2018** _____ City/State/Zip: _____

Magnet School Applying For: Heard – Grades K-5 Grade **Applying For:** _____
(CIRCLE ONLY ONE - Montana – Grades K-5 **Choose One:** (K, 1, 2, 3, 4, 5, 6, 7, 8)
Based on your School Zones) Beverlye – Grades 6-8
 Carver – Grades 6-8

Does the student have an IEP (Individual Education Plan) on file with the Exceptional Student Services Department? Yes or No
 (Circle One)

If other than English, what was the first language your child learned? _____

Interpretation/Translation assistance needed for testing? Yes or No (Circle One)

Does the student receive ESL (English As A Second Language) Services? Yes or No (Circle One)

Parent(s)/Guardian(s): _____ Primary Phone: (____) ____ - ____ Other: (____) ____ - ____

Please Print

Sibling Information: Sibling preference may be granted during the initial Magnet School Selection period if the following conditions are met: (1) complete applications are received from each sibling; (2) all siblings are identified on all applications; (3) all applications are submitted together; (4) all siblings wish to attend the same magnet school; and (5) all siblings otherwise qualify for acceptance. List siblings applying to attend the same magnet school:

Name: _____ Applying for Grade: _____

Name: _____ Applying for Grade: _____

If this applicant has a sibling currently attending the same magnet school, enter this information:

Name: _____ Current Grade: _____

If either of the applicant's parents (or guardian) is currently a full-time employee of the Dothan City Schools, enter this information:

Employee: _____ School/Dept.: _____

If either of the applicant's parents (or guardian) is currently an employee of the City of Dothan, enter this information:

Employee: _____ Department: _____

Out of System Students Required Information – Must be completed with attachments or application will be returned.

____ This student has previously taken a Nationally Recognized Norm-Referenced Test (ex. F-CAT, CAT, SAT9, SAT10) and a copy of the official results is attached.

____ The student needs to take the DCS Alternative Test. (IF NO PREVIOUS TEST SCORES)

____ A copy of student's last report card is attached. (**REQUIRED FOR ALL OUT-OF-SYSTEM STUDENTS**)

By signing this Application/Commitment Contract, I understand that as the parent/guardian of the above student, I am expected to provide a minimum of 10 service hours (per family) to the school and that I must attend all requested parent conferences. I further understand that in order to remain enrolled in the magnet school, my child must meet all requirements as outlined in the procedures manual. I will also support the school's philosophy, dress code and the School Code of Conduct. I understand that falsifying my child's address or school zone will lead to my child being declared ineligible for magnet school enrollment.

Signed _____ Date: _____

Applications must be hand-delivered or mailed to the DCS Central Office, Att: Magnet Schools, 500 Dusy Street, Dothan, AL 36301

NO Later than 4:30 p.m. – Wednesday, February 28, 2018 Late Applications WILL NOT be processed until after the initial selection is complete. If mailing this application, it is your responsibility to mail it early enough for it to arrive on or before February 28, 2018.

Instructions for Completing the Magnet School Application

Name: Enter the student's legal name (Last, First, Middle Initial).

Gender: (G) Choose M = Male/F= Female

Date of Birth: Enter student's date of birth using numbers. Avoid using 2018 as the year.

Address: Enter the physical street address where the student lives now. **Do not enter an address where the student may live in the future. This is the address notification information will be mailed to.**

Mailing Address: Make an entry here only if you receive mail at a P.O. Box.

Current School 2016-17: Enter name of school currently attending during the 2017-18 school year. Enter the school address information, only if the school is not in Dothan, Alabama.

Magnet School Applying for: Select appropriate Magnet School depending upon the school zone you will be living in at the beginning of the 2018-19 school year. CIRCLE ONE school only. Beverlye, Carver, Heard, Montana. See Elementary/Middle Magnet Zones in the front of this manual.

Grade Applying for: Select appropriate grade level applying for the 2017-18 school year.

Does the student currently have an IEP (Individual Education Plan) on file with the Exceptional Student Services Department? We need to know if the student is currently served where he/she is now attending school under the provision of an IEP. If your child does not receive Special Education services, you should answer "no".

Parent(s)/Guardian(s): Enter the person(s) that the student lives with and has legal custody of the student. PLEASE PRINT.

Primary Phone/Other: Enter the phone numbers where the person(s) listed can be reached during the day. There must be a phone number listed in order to contact parent/guardian. If one is not listed, the application will be returned.

Sibling Information: Enter the name and grade being applied for of any and all children who are siblings of this student and applying for the SAME magnet school, living at the SAME address.

Parent/guardian: Read Information in this booklet.

Only ONE magnet school application will be considered for each student. Subsequent applications for a student will void earlier ones. It is the responsibility of the parent/guardian to ensure this application is completed and all timeline's are met. Failure to be aware of deadlines and required responses is no excuse. There will be NO EXCEPTIONS. Incomplete applications will be returned to sender/applicant's parent/guardian.

**Dothan City Schools
Elementary Magnet Schools
Requirements To Remain
2018-19**

All students enrolled in DCS Magnet Schools, must meet the behavior and achievement requirements to remain and progress through grades K-8. At the beginning of the year, the behavior standards are distributed to the students and parents in writing.

Elementary Magnet Behavior Requirements To Remain

The behavior requirements for elementary magnet school students include:

1. Elementary Magnet students must average no lower than a B in conduct each nine weeks and cannot receive more than three (3) combined Class II or Class III offenses, as defined in the 2018-19 Dothan City Schools' Code of Conduct.
2. Progress reports will be sent home for all students. If a student fails to meet the behavior requirements at the end of the grading period, the school must:
 - document the infractions.
 - communicate with the parents of any student in danger of being removed from the magnet school setting.
 - develop and implement a Behavioral Plan for the student.
 - place student on probation.
3. If behavior requirements are not met, student will be assigned to PASS and/or their zone school *pending superintendent approval*.

Elementary Magnet Achievement Requirements To Remain

The achievement requirements for elementary magnet school students include:

1. Elementary Magnet Schools require an exit grade of at least a C academic average in each subject for the year. A kindergarten student must demonstrate "Satisfactory" progress.
2. Progress reports will be sent home for all students. Teachers will document grades and will communicate with the parents of any student in danger of being removed from the magnet school setting. Students will be placed in RTI and an Academic Plan for the student will be developed and implemented.
3. Students failing to meet the academic requirements for the year, will be assigned to their zoned school at the end of the year.

**Dothan City Schools
Middle Magnet Schools
Requirements To Remain
2018-19**

All students enrolled in DCS Magnet Schools, must meet the behavior and achievement requirements to remain and progress through grades K-8. At the beginning of the year, the behavior standards are distributed to the students and parents in writing.

Middle Magnet Behavior Requirements To Remain

The behavior requirements for middle magnet school students include:

1. Middle Magnet students cannot receive more than three (3) Class II offenses or a combination of a Class II and Class III offense, as defined in the 2018-19 Dothan City Schools' Code of Conduct.
2. Progress reports will be sent home for all students. If a student fails to meet the behavior requirements, the school must:
 - a. document the infractions.
 - b. communicate with the parents of any student in danger of being removed from the magnet school setting.
 - c. develop and implement a Behavioral Plan for the student.
 - d. place student on probation.
3. If behavior requirements are not met, student will be assigned to PASS and/or their zone school *pending superintendent approval*.

Middle Magnet Achievement Requirements To Remain

The achievement requirements for middle magnet school students include:

1. Middle Magnet Schools require a minimum of a C academic average in each core subject for the year.
2. Progress reports will be sent home for all students. Teachers will document grades and will communicate with the parents of any student in danger of being removed from the magnet school setting. Students will be placed in RTI and an Academic Plan for the student will be developed and implemented.
3. Students failing to meet the academic requirements for the year, will be assigned to their zoned school at the end of the year.

