

Dear School Leaders,

The Round 1 SchoolChoice window opens soon! Please see below for important dates and information to help you and your school communities prepare.

Please contact me with any questions or concerns you have.

Upcoming Key Choice and Enrollment Dates	
Review enrollment priorities at your school	<b>Due</b> Dec. 6, 2019
	Dec. 3, 2019
	Dec. 4, 2019
Round 1 SchoolChoice Trainings for front office professionals, registrars, and anyone who wants to attend—Various locations; Contact your Choice and Enrollment Representative for more information	Dec. 5, 2019 Jan. 7, 2020 Jan. 8, 2020 Jan. 9, 2020
SchoolChoice letters are mailed to all families who reside within DPS and have students in ECE4, fifth grade, eighth grade, and any other final grades at their school	First week of Jan. 2020
Round 1 of SchoolChoice for the 2020-2021 school year opens	8:30 a.m. Jan. 15, 2020
Schools set seat offers ( <i>number of seats offered in the lottery per grade and program</i> ) with the Choice office	Jan. 15 – Feb. 18, 2020
DPS Great Schools Expo Week—Various locations; Contact Communications for more information	Jan. 21-23, 2020
Round 1 of SchoolChoice for the 2020-2021 school year closes	4 p.m. Feb. 18, 2020
Check your Round 1 of SchoolChoice Preliminary Results before final results are released	Mar. 2020 <b>Principals will be notified via email</b>
Round 1 of SchoolChoice results released to families and schools	No later than Mar. 27, 2020
Other Related Key Dates	
Preliminary Planning Projections released	Dec. 13, 2019
Final Planning Projections released	Jan. 10, 2020

### **Recruiting Lists**

At this link (<https://docs.google.com/spreadsheets/d/165Naz78b59cMKiATflfN3g8a-DNNBMJeeNTGqXpaoQI/edit#gid=0>), please find a list of all students attending a DPS school in grades ECE4, 5, and 8. In previous years, we have released a list district-wide that contained only students who resided within the DPS district and who were in school's final grade level. This year, we have included students who are attending a DPS school even if they reside outside of the district and students who are in 5<sup>th</sup> and 8<sup>th</sup> grades, even if their school continues into the next grade. We believe DPS families should have access to all of the options across DPS for their students. Please note that DPS credentials must be used to access the list of students and DPS student data privacy guidelines apply.

Should you need a more targeted list of DPS students, you can submit a request at this link: <https://departments.dpsk12.org/communications/services/Pages/studentcontactinforequests.aspx>

### **Recruiting Guidelines**

Schools are welcome to recruit students before and during the SchoolChoice Round 1 window. We want families to receive information from schools that will help them make the best decision for their students.

Please be courteous to families and to the entire DPS community—limit recruiting activities to reasonable days and times to avoid disrupting families, be aware that families are likely receiving communications from multiple schools and may feel inundated, and remove a family from your recruiting activities immediately if requested. Please limit your

marketing messages to include all of the good things happening at your school; **exclude any negative or derogatory mention of any other DPS school—the DPS family of schools serve all DPS families collaboratively.**

If a family in your school reports a negative experience to you, please alert your Choice and Enrollment Representative.

Please remember that recruiting messages should cease when the SchoolChoice Round 1 window closes to avoid confusing families. Look for Round 2 recruiting guidelines in February 2020. No recruiting should occur between the close of Round 1 and the start of **Round 2 on Apr. 6, 2020.**

### **Your School's Priorities**

Please review your school's enrollment priorities at the link below. Priorities are ranked from most prioritized to least. Applicants in any higher priority group will be admitted before any applicants in any lower priority group unless they have been assigned to a more preferred school.

Link to each school's priorities: <http://schoolchoice.dpsk12.org/school-admission-priorities/>

Each applicant will be assigned the highest priority into your school for which they are eligible, even if multiple priority groups apply to him or her. If your school serves as a geographic right-to-attend school (in other words, has a neighborhood boundary or is in an enrollment zone), those students will need to be prioritized more highly than other district residents (because they need to have a guaranteed seat that serves their address). A high priority gives those applicants an advantage over other applicants in Round 1 and Round 2 of SchoolChoice for that school.

For grades kindergarten through 12<sup>th</sup>, you are able to decide how highly "children of full-time employees at the school" are prioritized. Your community can also choose to add a priority for students living in neighborhoods with high concentrations of students eligible for free and reduce priced lunch.

If you have any questions, feedback, or changes, please contact me ([laurie\\_premier@dpsk12.org](mailto:laurie_premier@dpsk12.org)) by no later than **Friday, Dec. 6, 2019.**

Find out more about how priorities work here: <http://schoolchoice.dpsk12.org/schoolchoice-matching-explained/>



### **SchoolChoice MythBusters**

- 1) Choosing a school as No. 1 does not increase an applicant's chances (likelihood) of getting in.
- 2) No school in DPS is able to accept only those students who rank them No. 1. Student ranking of schools is not visible to schools for this reason.
- 3) Schools should not communicate to families that they must rank that school as No. 1 to be admitted—it is never true!
- 4) Assignments are done by priority group and lottery number; the likelihood that a student will be assigned to a school is not determined by how the student ranks that school.
- 5) It is possible that a student who ranked a school No. 3 on their list is accepted to the school before a person who ranked that same school as No. 1, if the first student is in a higher priority group for that school and/or has a higher lottery number.

SchoolChoice in DPS can be complex for schools and families—please let me know if you would like to connect with me about any and all questions you or your community members have!

Thank you!

Laurie Premier

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