


SCHOOL COMMITTEE

 159 BROADWAY
 CAMBRIDGE, MASSACHUSETTS 02138

CHAIR
 MAYOR HENRIETTA DAVIS

VICE CHAIR
 ALFRED B. FANTINI

OFFICE OF THE EXECUTIVE SECRETARY
 TEL: 617-349-6620 • Fax: 617-349-6624
 pberry@cpsd.us

MEMBERS
 RICHARD HARDING, JR.
 MARC C. MCGOVERN
 PATRICIA M. NOLAN
 MERVAN F. OSBORNE
 ALICE L. TURKEL

--IN SCHOOL COMMITTEE--

December 4, 2012

ORDERED:

That the following be removed from the Calendar and adopted as follows:

#12-201, Upper School Transfer Policy:

Waitlists for schools ending at 5th grade will expire on the date transfers end for the 5th grade year. Each elementary school will send students together as a cohort to a designated Upper School for 6th grade.

Students who are ready to mainstream from Special Needs classrooms or English Language Learner classrooms will be offered available seats at the dyad or triad where their program is located before seats will be offered to new students entering the school system or to transfer students.

The Superintendent will determine, on April 1st of each year, how many seats will be available within SES balance, with the target of 88 students for each upcoming 7th and 8th grade. If seats are available at that time, parents/guardians of current 6th and 7th grade students will have the month of May to sign up for a lottery of those seats. Assignments will be made by early July, in order to assist parents/guardians and students to enroll in a timely manner, while providing sufficient time to enroll new students entering the district to the upper schools to a max capacity of 100 seats per grade.

Students new to CPS not assigned in the early summer lottery will be enrolled in the order in which they apply. New students may choose any Upper School if the enrollment for their grade level is under 88 and they will not adversely affect that grade's SES balance. If the student cannot be placed within SES balance, in an Upper School grade level of up to 88 students then the student will be placed in the requested grade at the Upper School with the lowest enrollment for that grade level. All assignments will be by SES and may not exceed the contractual limit of 100 per grade for an upper school or 50 for Amigos.

Students in the lottery not receiving a school they chose will receive a letter explaining that they are already enrolled in a second lottery that will take place in late September. The second lottery will be for the seats, which are held for the first 10 days of school for enrolled students who do not arrive at school. A seat will be considered open if a grade level is below 88 students. The entering students must maintain SES balance. Students not placed in the second lottery will be given priority in the lottery for the following year if the parent/guardian renews the student's place in the lottery pool by February 1st.

Any student signing up after May 31st for a transfer will be placed on the list in the order of date of the transfer request and eligible for the second lottery.

A true copy:

Attest:


 Patricia A. Berry

Executive Secretary to the School Committee

 c: Ms. Turkel
 Mr. Fantini
 Superintendent