



Proposed H.S. Boundary Roles, Responsibilities & Process:

Student enrollment in Arlington is growing at unprecedented rates. In order to address this increase, the following process and framework will guide the community conversations during the Fall of 2016 to lead to a recommendation by early November and a School Board decision on the recommended boundary refinements by early December 2016.

Goals

As outlined in the **School Board Policy 30-2.2 Boundaries**, APS will engage stakeholders from the community to propose adjustments to high school boundaries. The adjustments will:

- Provide better enrollment balance and space utilization among the 3 APS comprehensive high schools
- Apply to the incoming freshman class of 2017-18 (Class of '21) and subsequent freshman cohorts, and
- Not apply to students who are currently enrolled in the 3 high schools.

Proposed Public Process - (pending SB approval)

September

22 (Th) SB Mtg. Info Item: H.S. Boundary Adjustment Framework/Process presented

26 (M) Communications:

- Send "Hold These Dates" announcement for October community meeting dates & times
Include: Why, goals and who should participate
- H.S. Boundary process web page goes live

October

6 (Th) SB Mtg. Action Item: Approval of HS Boundary Adjustment Framework/Process

7 (Fri) Announce and broadcast detailed information on community meetings.

Add to 9/26 communication with where, etc.

12 (W) Community Mtg.* at Washington-Lee Cafeteria + Boundary Tool Opens

15 (Sat) Community Mtg. at Jefferson MS Library primarily for Spanish Speakers

17 (M) Community Mtg.* at Yorktown (Cafeteria)

FAC Mtg. @ Yorktown

19 (W) Community Mtg.* at Wakefield (Cafeteria)

20 (Th) SB Mtg. Announcement re: Boundary Tool

24 (M) Boundary Tool Closes

27 (Th) Community Mtg.* – Summary of Boundary Tool Feedback – at Washington-Lee

**NOTE: Mtgs. on 10/12, 17, 19 will offer tours (6:30-7) so families can see all 3 HS*

November

3 (Th) SB Mtg. Info Item: Proposed H.S. Boundary Adjustments presented

(including any recommended options for siblings and/or transportation)

9 (W) SB Work Session to review proposal

14 (W) FAC Mtg. @ Long Branch

15 (Tu) SB Mtg.: Public Hearing on the proposed H.S. Boundary Adjustments

December

1 (Th) SB Mtg. Action Item: H.S. Boundary Adjustments Approved

(including any recommended options for siblings and/or transportation)

12 (M) High School Information Night

January 2017

31 (Tu) Deadline for HS Applications for choice programs and transfers

Note: APS has delayed this deadline by 2 weeks so that families have more time to understand their options in light of the boundary adjustments.

Staff Leads & Roles

- Dr. Sarah Johnson – Consultant, Lead Facilitator
- Lisa Stengle – Process Oversight, Note-Taker for Meetings
- Meg Tuccillo – “Ambassador” Coordinator
- Linda Erdos/SCR – Communications Support
- Zach Larnard – F&O Liaison, Process Facilitator
- Lionel White – Facilities Planner (Planning Units, GIS, Projections)

Working Framework for Staff

Weekly Project Planning Mtgs. – to include at least the staff representatives above to discuss:

- Status of work from previous week (challenges/opportunities)
- Determine specific upcoming tasks and/or necessary modifications to plan
- Set deadlines and leaders for each task
- Communications needs (to who and by when)
- Feedback from departments impacted by the HS boundary adjustment process
- Top level updates on feedback received via Boundary Tool, small engagement meetings, community meetings
- Additional resources needed

Next Steps – Refine Framework:

- Planning Units
- 9/22 School Board presentation

Ambassadors to Support Engagement/Serve as Information Bridges

- Facilities Advisory Council Representatives
- PTA Designees: MS (all), HS (all), ES (for schools “in play”)
- Cultural & Linguistic Outreach Ambassadors
 - Instruction - FACE Coordinator
 - SCR Community Engagement Coordinator
 - Schools - Bilingual Resource Assistants
 - Others?

Target Audiences for Small Group Engagement (these will be refined based on revised framework – see above)

- PTAs & CCPTA
- Civic Associations (for areas where planning units may move)
- Cultural Organizations
- Community Centers (TJ, Walter Reed, Carver, Barcroft, Arlington Mill, etc.)
- AHC sites (to be listed)
- Internal Audiences
- Others?



Communications/Process Tools

- Online Boundary Tool
- “How to Use” Videos on Boundary Tool (English & Spanish)
- Postcards (Hold These Dates) – in time for ES/MS Parent/Teacher Conferences (Oct. 6/7)
- One-Page Overview: goals, objectives, how to participate, where to find more info
- Feedback Links (in addition to the Boundary Tool):
 - Boundary Email Address (for feedback/questions) – MT & SJ to monitor
 - Telephone # (for feedback/questions) – MT & SJ to monitor
 - Face-to-Face Meetings to be scheduled
- Boundary Process Webpage – LS & ZL to handle
- FAQs – list of common questions and answers – MT & SJ to coordinate/update
- PowerPoint/Talking Points (English & Spanish) – to be used by Ambassadors at Face-to-Face mtgs.

Communications Channels to Be Used

- APS School Talk (Email + Robo-calls before each community mtg.)
- Media Releases
- Face-to-Face Mtgs./Community Events
- Social Media: Facebook, Twitter (hashtag), Periscope, Other?
- Video – PSA or Periscope to encourage participation
- AETV – Tape 10/12 Community Mtg. – Livestream on 10/22 + Webcast/Broadcast avail. by 10/14
- Publications –
 - Peachjar + Flyers posted in schools, Libraries, Community Ctrs. etc.
- Boundary Project Website (archived under More Seats + Plans)
- APS Calendar (to populate calendars on all APS school pages)
- October – Cultural/Community Festivals, Events, Mtgs. (develop list)
- Other Community Listserves (e.g. Moms of N. Arlington, AMAC, SEPTA)

What to Communicate

- Overall Purpose of the Community Process:
 - To balance enrollment among the 3 APS comprehensive high schools
 - To better utilize the available high school instructional spaces
- Scope and timeline of the process
- How to participate – In person? Virtual? Other?
- As Arlington continues to grow, future Boundary Changes (at all grade levels) will continue to be part of our future planning work.
- Key Message Points about Decisions:
 - Adjustments will begin in September 2017
 - Implementation will begin with current 8th graders who enter High School in Sept. 2017
 - Adjustments will affect incoming 9th graders for each of the following years
 - There will be No Change for current high school students
 - Recommendations will include Options for Transportation and Sibling Considerations
 - Final decision to be made before High School Information Night on Dec. 12