



**DeKalb County School
District**
**Student Assignment
Project (SAP)**

**Board Retreat
April 18, 2024**

Presented by: Sarita M. Smith



DeKalb County
School District

Board of Education and Superintendent



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Agenda and Outcomes

- Share the purpose of the Student Assignment Project (SAP)
- Explore the components of SAP
- Detail the process from committee phase to recommendation
- Understand the Implementation process

- Clarify what does or does not constitute a SAP process
- Provide feedback on next steps
- Answer any questions about SAP

What is Student Assignment?



What is Student Assignment?

Student Assignment is a process that aligns the values of the community and district to assign students to schools and programs, review boundary lines, and determine school opening or closing.

SAP Fidelity

Facilitating an engaging, data-driven, and inclusive process can take several years to implement fully with fidelity.

A district should consider a full or partial SAP process if:


- 1) Boundaries changes are needed
 - 2) If student enrollment fluctuates drastically
 - 3) Challenges with assigned vs attended schools
 - 4) A need to develop or reduce programs
 - 5) Opening or closing schools
 - 6) 5th year after the last student assignment process or boundary changes
- There are several main components of SAP, and depending on the scale of the project, some or all of these may be necessary. Any change to attendance boundaries and programming significantly impacts students and families and should be reviewed based on the impact of these decisions to the entire district.



**DCSD has
determined the
need for a Student
Assignment Project...**

What's next?

Components of SAP



Assess and **understand the current district situation**, student assignment process, boundaries, schools, and policies related to said areas.

Determine the vision of the Superintendent and/or Board which will guide the SAP process. That guidance is used to create the guiding BIG question that grounds the work and recommendations for the SAP committee.

Collect data is a vital part of the student assignment process. The facilitator's primary responsibility is connecting with all entities, departments, and people that can provide contextual and historical data.

Develop a committee of community stakeholders is very crucial to the influence and impact of the SAP recommendations. The committee will become the voice of their neighbors, faith-based communities, and families in the district. Providing in-depth data analytics to everyone in a district would be challenging, so this committee will represent their respective groups and neighborhoods.

Making recommendations after several meetings, gathering multiple data points, and considering the qualitative and quantitative data. These recommendations, along with the data, should be shared with both the Superintendent and the Board.

The facilitator will **transition the recommendations** by meeting with department leads to review the data and **develop transition plans**. Leveraging expertise in departments to carry out the voted-on recommendations is critical and should be done so intentionally.

The Current Situation



Data Needed to Determine Our Current Situation

- ✓ **Policy:** All policies related to student assignments (i.e. AD, JBC, JBCC, JR-E(1))
- ✓ **Board Decisions:** Board meeting minutes, votes, and discussions about student assignments, open/closing schools, school expansion, and program development and changes
- ✓ **Community Input:** Review of community surveys, superintendent and district communications, news articles, focus groups, and community partners' feedback
- ✓ **Facilities:** Current conditions, capital improvements, number of buildings, operational costs per year: capacity and utilization rates, history of opening/closing schools, and facility condition analyses
- ✓ **Finances:** Current fiscal reality of the district (structural and operational), financial projections, and short/long-term needs
- ✓ **Registration and Student Assignments:** Current registration processes, current and past boundary lines, program placement, school choice process, enrollment data and projections, and current/future demographic studies

The Desired Vision (Superintendent /Board)



Why is SAP Needed and What are the Desired Outcomes?

When developing priorities, we need to know what we prioritize and which strategy we use to establish the priorities.

Example Priority:

Create a student assignment plan that supports access to high quality educational programs for all students.

Example Consideration:

- *Maximizing locations of programs*
- Minimizing barriers for program entry
- *Maximizing program locations for students that lack accessibility*

Does the priority:

- Meet a strategic need?
- Reflect fiscal feasibility?
- Positively impact the needs of our primary consumers?

Data Collection



Data-Informed Process

Interdepartmental collaboration is essential to the collection of data needed in order for the SAP Committee to make informed recommendations.

Suggested data:

- Ten years of previous enrollment actuals
- Ten years of enrollment projections
- Demography study (including birth rate data, new development, census data, non-attending student data)
- Program enrollment numbers by school
- Program approval and implementation
- Historical data to provide context
- Community survey (conduct if not available)
- Facility studies
- Building capacities
- Strategic plan

Student Assignment Project (SAP) Committee



The SAP Advisory Committee

There is an internal and community based committee.

Internal Team:

- Consists of representatives from DCSD: schools, programs, special education, gifted, horizon leaders, athletics, CTAE, student services, communications, and transportation.
- Should meet to review data and strategize prior to reporting out.

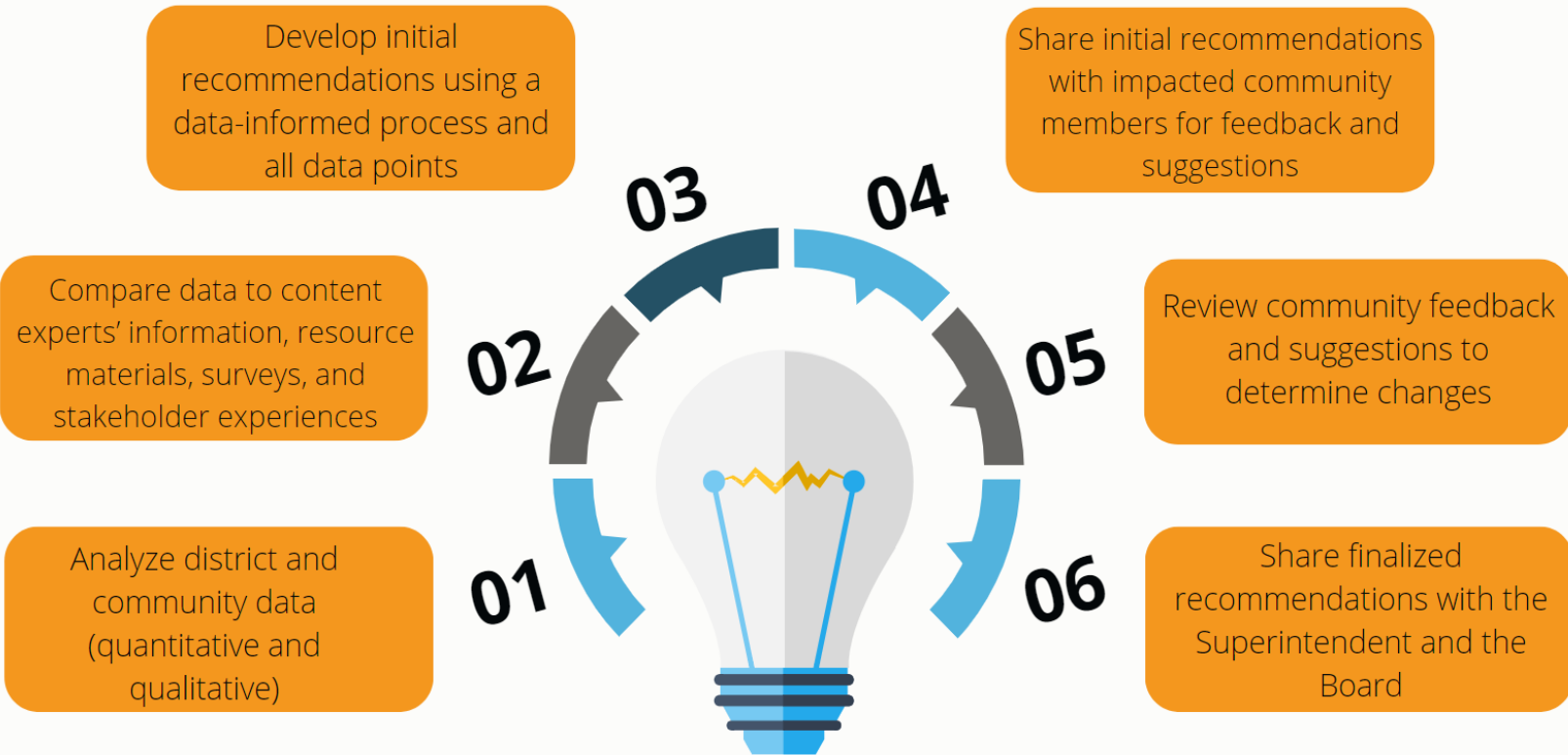
Community Based (SAP Committee):

- Call to action – Advisory Committee application
- Meets at least monthly
- Uses district data and a decision-making protocol in each meeting
- Invites content experts to share at meetings

All meetings should be open, recorded, and/or notes provided to the community.

SAP Recommendations

SAP Recommendation Process



Implementation of Recommendations

Implementation Phase

- Division and team leader transition meetings
- Relevant data sharing
- Collaborative timelines for implementation

It is best practice that any changes to families, schools, or programs are shared within 6 months of the start date.



Discoveries

- Amazing data available online
- Recent CMP
- Projections through 2030
- Registration has solid SOP and processes
- Available demographic studies with birth rate housing development data
- SAP is integrated into the strategic plan

Wonderings

- Is there an enrollment management system in place for DCSD?
- Is it possible for registrars to report to the Student Assignment Department?
- What metrics have been used to determine the opening/closing of schools?
- What are the communal and political impacts of changes to school clusters?
- How does school choice impact attendance school enrollment? How are these seats determined?
- How are allotments determined for each school?



QUESTIONS

