

INSTRUCTION: Magnet Schools and Programs

Magnet Schools Admission

[1. Definition of Magnet Schools and Magnet Programs]

1. DEFINITIONS

- A. “CHILD” - AN INDIVIDUAL NOT CURRENTLY ENROLLED IN BALTIMORE COUNTY PUBLIC SCHOOLS.
- B. “ELIGIBLE APPLICANT” – ANY CHILD OR STUDENT WHO MEETS RESIDENCY REQUIREMENTS FOR ENROLLMENT IN THE BALTIMORE COUNTY PUBLIC SCHOOLS AND WHO EITHER:
 - 1. MEETS THE AGE OF ENTRY REQUIREMENT UNDER MARYLAND LAW, OR
 - 2. APPLIES CONCURRENTLY FOR EARLY ADMISSION TO KINDERGARTEN AND IS GRANTED EARLY ADMISSION, IN ACCORDANCE WITH POLICY 5110, BY THE 31ST OF JANUARY FOLLOWING THE MAGNET APPLICATION DEADLINE.
- C. “GUARDIAN” - A COURT APPOINTED GUARDIAN OF A CHILD OR OF A STUDENT.
- D. [As used in this rule,] “ [m]Magnet [schools and p]Programs” - [are defined as] those [schools and] programs, ESTABLISHED AT THE RECOMMENDATION OF THE SUPERINTENDENT AND WITH THE APPROVAL OF THE BOARD OF EDUCATION, with a specialized curriculum or those with an emphasis on instruction that is different from that generally offered in other schools throughout the school system. Magnet [schools and] programs can be total-school or school-within-a-school programs.
- E. “NEW RESIDENT” - A CHILD DOMICILED WITH THE PARENT/GUARDIAN IN BALTIMORE COUNTY AFTER THE APPLICATION DEADLINE AND DOCUMENTED IN ACCORDANCE WITH RULE 5150.
- F. “QUALIFIED APPLICANT” – ANY CHILD OR STUDENT WHO MEETS THE CRITERIA FOR ADMISSION ESTABLISHED IN ACCORDANCE WITH SECTION 2B OF THIS RULE.

- G. “SIBLING” - A BROTHER, SISTER, HALF-BROTHER, HALF-SISTER, STEPBROTHER, STEPSISTER, OR FOSTER CHILD LIVING IN THE SAME HOUSEHOLD.
- H. “STUDENT” - AN INDIVIDUAL CURRENTLY ENROLLED IN THE BALTIMORE COUNTY PUBLIC SCHOOLS.

2. Access to Magnet Schools and Programs

- a. To promote equal educational opportunities for all students, it is the goal of the school system to provide all interested students with a fair opportunity for access to magnet schools and programs. To carry out this goal, the Superintendent directs central office staff to assist each magnet [school and] program in developing equitable recruitment strategies and to recruit a pool of applicants which reflects the diversity of the school system as a whole.
- b. At the elementary level, the school system [shall] WILL not employ any academic or other admissions criteria for determining whether a CHILD OR student is eligible for a magnet [school or] program. For SECONDARY magnet [secondary schools and] programs that have academic or other admissions criteria, each year the Superintendent or the Executive Director of [PreK-12] Special Programs, PREK-12, [shall] WILL review and approve those criteria to determine that they are educationally related to the specialized curriculum or instructional strategy.
- c. Where school-within-a-school magnet programs exist, the principal [shall] WILL promote interaction, for as much of the school day as possible, between those students participating in the magnet program and those students who do not. THE PARENT/GUARDIAN OF A CHILD OR [S]Student[s] residing in the attendance area of a school housing a magnet program also may apply ON BEHALF OF THE CHILD OR STUDENT for admission to the program under the procedures set forth in S[subs]ection 4E OR 4F of this rule.

3. Transportation

- a. The school system [shall] WILL provide transportation to students who reside in the attendance area of a magnet [school or] program in accordance with the standards established by the Department of Transportation, as set forth in Board of Education Policy 3410.

- b. Transportation to secondary school magnet [schools and] programs will be provided from community pick-up points located in each of the five geographic areas.

4. Admissions

- a. The Superintendent or the Executive Director[,] OF Special Programs, PreK-12, together with a representative of each magnet [school and] program, annually [shall] WILL designate the number of available seats by grade for each magnet [school or] program for the following school year.
- b. Each year, the Superintendent or Executive Director[,] OF Special Programs, PreK-12, [shall] WILL assess the extent to which each magnet [school] program’s enrollment reflects the diversity of the school system as a whole. Based on this analysis, the Superintendent or Executive Director[,] OF Special Programs, PreK-12, may set recruitment goals for groups that are underrepresented in magnet [schools or] programs. “Recruitment” may include efforts such as targeted mailings, but [shall] WILL not create any priority or preference for admission.
- c. The Superintendent or Executive Director[,] OF Special Programs, PreK-12, [shall] WILL make magnet applications and brochures available at all schools, at the central office, and ON the Baltimore County Public School’s website. Magnet applications and brochures will be distributed to the parents/GUARDIANS of students currently attending pre-Kindergarten and the fifth and eighth grades in the Baltimore County Public Schools.
- d. THE PARENT/GUARDIAN OF A CHILD OR STUDENT [Students] who [wish to apply to] RECEIVED AND HAS ACCEPTED AN OFFER OF ADMISSION INTO a magnet [school or] program outside of [their] THE MAGNET ZONED attendance area must apply for a special permission transfer in accordance with the provisions of Section II.C.2. or Section II.C.8. of Superintendent’s Rule 5140 entitled STUDENTS: Enrollment and Attendance. [Students] A PARENT/GUARDIAN must complete the “Application for Special Transfer” form and [attach it to the completed magnet school or program application and submit such application by the magnet application deadline in early December] SUBMIT IT IN ACCORDANCE WITH DIRECTIONS PROVIDED WHEN ADMISSION IS OFFERED. The [magnet] school principal will consider the special permission transfer in accordance with the procedures set forth in Superintendent’s Rule 5140. [Special permission transfer] [s]Students approved for a special transfer under the provisions of Section II.C.2. or

Section II.C.8. of Superintendent's Rule 5140 are required to qualify for magnet [schools or] programs according to the approved program criteria and will be selected according to the procedures set forth in SECTIONS 4e and 4f of [Board Policy and] Superintendent's Rule 6130. Parents/guardians OF SPECIAL PERMISSION TRANSFER STUDENTS are responsible for providing transportation to and from the [special permission] magnet [school or] program.

When the special permission TRANSFER student completes the terminal grade of [a] AN ELEMENTARY OR MIDDLE SCHOOL magnet [school or] program, the student will attend the RESPECTIVE subsequent middle or high school serving his/her area of residence, unless the student is accepted [in] INTO a magnet [school or] program.

e. Elementary [Schools and] Programs

- (1) [All students] THE PARENT/GUARDIAN OF ANY ELIGIBLE APPLICANT [otherwise eligible to attend the elementary grades of the Baltimore County Public Schools shall be] MAY [eligible to] apply to up to three (3) magnet [schools] PROGRAMS.
- (2) KINDERGARTEN Sibling[s] PRIORITY PLACEMENT: A PARENT/GUARDIAN APPLYING TO AN ELEMENTARY MAGNET PROGRAM ON BEHALF OF A Kindergarten applicant[s applying to elementary magnet schools and programs] who [have] HAS a sibling who is CURRENTLY attending [the] THAT magnet [school] PROGRAM and [who] WHEN SUCH SIBLING will continue to attend that MAGNET [school] PROGRAM the [next] SUBSEQUENT SCHOOL year will be [placed] OFFERED KINDERGARTEN PLACEMENT in the magnet [school and] program PRIOR TO ANY LOTTERY PROCESS. The [applicant must apply] APPLICATION FOR KINDERGARTEN MUST BE RECEIVED within the regular application period in order to receive sibling priority [for] placement. [For purposes of this rule, a sibling shall be defined as a brother, sister, half-brother, half-sister, stepbrother, stepsister, or foster child living in the same household.]
- (3) IN ORDER TO RECEIVE CONSIDERATION, THE APPLICANT'S PARENT/GUARDIAN WILL SUBMIT, BY THE APPLICATION DEADLINE, A COMPLETE APPLICATION FOR THE UPCOMING SCHOOL YEAR, POSTMARKED OR HAND

DELIVERED TO THE DESIGNATED CENTRAL OFFICE. [All elementary school applications must be forwarded to the designated central office.]

- (4) If there are fewer [qualified applications] ELIGIBLE APPLICANTS than seats available for any elementary magnet [school] program, the DESIGNATED CENTRAL OFFICE [school system shall] WILL admit all eligible APPLICANTS [students] to fill the available seats. If there are more [applications] ELIGIBLE APPLICANTS than seats available for an elementary magnet [school and] program, the DESIGNATED CENTRAL OFFICE [school system] will FIRST apply the Kindergarten sibling priority PLACEMENT process [. This is] followed by [the] A random lottery selection process TO FILL THE AVAILABLE SEATS.
- (5) After the lottery selection process, the [school system] DESIGNATED CENTRAL OFFICE will inform THE [magnet] schools' [and programs] ADMINISTRATION of the students selected and will notify THE PARENT/GUARDIAN OF all students in writing of [their] THE ADMISSION status. THE PARENT/GUARDIAN OF A CHILD OR [S]Student[s] offered ADMISSION [a seat] will inform the designated central office OF ACCEPTANCE by the designated RESPONSE deadline [whether the seat will be accepted]. FAILURE TO MEET THE RESPONSE DEADLINE WILL RESULT IN FORFEITURE OF THE SEAT.

f. Secondary [Schools/]Programs

- (1) THE PARENT/GUARDIAN OF ANY ELIGIBLE APPLICANT MAY APPLY TO ONE (1) PROGRAM PER SCHOOL IN UP TO THREE (3) SCHOOLS. IN ORDER TO RECEIVE CONSIDERATION, [The] THE applicant's parent/guardian will submit, BY THE DESIGNATED APPLICATION DEADLINE, a complete application FOR THE UPCOMING SCHOOL YEAR, POSTMARKED OR HAND DELIVERED to the designated central office [by the application deadline in early-December. A student may apply to programs in up to three magnet schools within the student's magnet attendance area or by special permission transfer]. FOR BALTIMORE COUNTY PUBLIC SCHOOL STUDENTS, [The] THE designated central office will obtain a copy of [a student's] CURRENT individualized education [program] PLANS [or] (IEP), Section 504 PLANS, OR ENGLISH LANGUAGE

LEARNER (ELL) planS to determine whether modifications and accommodations should be provided during any audition/assessment. FOR ELIGIBLE APPLICANTS NOT ATTENDING THE BALTIMORE COUNTY PUBLIC SCHOOLS AT THE TIME OF APPLICATION, THE PARENT/GUARDIAN WILL SUBMIT APPROPRIATE DOCUMENTATION OF EDUCATIONAL MODIFICATIONS AND ACCOMMODATIONS WITH THE APPLICATION.

- (2) All applications for secondary magnet [schools and] programs will be reviewed at the designated central office to determine the eligibility of each applicant [under any] USING THE criteria approved by the Superintendent or Executive Director of [PreK-12] Special Programs, PREK-12, in ACCORDANCE WITH SECTION 2b OF THIS RULE. The designated central office will notify THE PARENTS/GUARDIANS OF INELIGIBLE applicants IN WRITING OF THE APPLICATION STATUS [who are not eligible for that magnet school and program].
- (3) THE DESIGNATED CENTRAL OFFICE, USING CRITERIA APPROPRIATE TO THE SPECIFIC MAGNET PROGRAM, IN ACCORDANCE WITH SECTION 2B OF THIS RULE, WILL SCREEN APPLICANTS TO DETERMINE THE NUMBER OF QUALIFIED APPLICANTS. If there are fewer QUALIFIED applicants than seats available for any secondary magnet [school and] program, the designated central office [shall] WILL admit all qualified [students] APPLICANTS to fill the available seats. If there are more QUALIFIED applicants than seats available for a secondary magnet [school and] program[, the designated central office, using criteria appropriate to the specific magnet program, will screen applicants to determine the number of qualified candidates. A] A random lottery SELECTION PROCESS will be conducted [to select qualified applicants] to fill the available seats.
- (4) At the middle school level where the number of qualified applicants exceeds the number of available seats FOR ANY MAGNET PROGRAM, up to 10% of the seats may [first] be filled FIRST with [candidates] QUALIFIED APPLICANTS who show exceptional commitment and promise in the specialized program as evidenced by their performance on the approved [entrance criteria] MAGNET ASSESSMENT. The remaining seats will be filled using the centralized random lottery selection process from the remaining pool

of qualified applicants.

- (5) At the high school level where the number of qualified applicants exceeds the number of available seats FOR ANY MAGNET PROGRAM, up to 20% of the seats may [first] be filled FIRST with [candidates] QUALIFIED APPLICANTS who show exceptional commitment and promise in the specialized program as evidenced by their performance on the approved [entrance criteria] MAGNET ASSESSMENT. The remaining seats will be filled using the centralized random lottery selection process from the remaining pool of qualified applicants.
- (6) After the RANDOM lottery selection process, the designated central office will inform THE SCHOOL'S ADMINISTRATION OF THE STUDENTS SELECTED AND WILL INFORM THE PARENT/GUARDIAN [students] in writing of [their] THE admission status. THE PARENT/GUARDIAN OF A CHILD OR [S]Student[s] offered [seats] ADMISSION [shall] WILL inform the designated central office by the designated RESPONSE deadline OF ACCEPTANCE [if the seat will be accepted]. FAILURE TO MEET THE RESPONSE DEADLINE WILL RESULT IN FORFEITURE OF THE SEAT.

5. Waiting Lists

- a. A waiting list will be generated [randomly] AS A RESULT OF THE RANDOM LOTTERY SELECTION PROCESS for each oversubscribed magnet [school and/or] program. The waiting list will be maintained by the designated central office until THE FIRST DAY OF the second semester of THE [that] school year FOR WHICH ADMISSION IS BEING SOUGHT.
- [b. After an annually designated date in March, students who are new to the system may submit a letter of interest in a specific magnet program to the designated central office. If space permits, students must meet any eligibility criteria for the program(s) in which they are interested and will be selected according to the procedures set forth in Sections 4E and 4F of this rule.]
- [c.] B. THE PARENT/GUARDIAN OF [E]Elementary] and secondary students on waiting lists who are offered assignments to a magnet [school or] program must accept the assignment within [the specified time] FIVE (5) BUSINESS DAYS OF THE DATE OF THE OFFER OF

ASSIGNMENT [or apply for the next annual selection process]. FAILURE TO MEET THE RESPONSE DEADLINE WILL RESULT IN FORFEITURE OF THE SEAT.

6. NEW RESIDENTS

PARENTS/GUARDIANS OF STUDENTS WHO ARE NEW RESIDENTS OF BALTIMORE COUNTY AFTER THE APPLICATION DEADLINE AND BEFORE THE START OF THE SCHOOL YEAR FOR WHICH ADMISSION IS BEING SOUGHT MAY SUBMIT TO THE DESIGNATED CENTRAL OFFICE A LETTER OF INTEREST FOR ONE (1) MAGNET PROGRAM PER SCHOOL IN UP TO THREE (3) SCHOOLS. IF SPACE PERMITS, NEW RESIDENTS MEETING THE ELIGIBILITY CRITERIA FOR THE PROGRAM(S) IN WHICH THEY ARE INTERESTED WILL BE SELECTED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN SECTIONS 4.E.1. AND 4.F.1. OF THIS RULE.

[6.] 7. Withdrawals

- a. A Student[s] admitted to [the] A magnet [schools and] program[s], according to the procedures SET FORTH in Section 4, items a-f of this rule, may remain in the [se schools and] program[s] as long as [their] THE parent/guardian [are] IS A resident[s] of Baltimore County, and the student has not been withdrawn to attend another school, public or private. If a family OR STUDENT moves WITHIN BALTIMORE COUNTY BUT out of the MAGNET ZONED attendance area [of the magnet school or program], transportation will not be provided.
- b. Any request for temporary leave from a magnet [school or] program must be approved, IN WRITING AND in advance of such leave of absence, by the principal of the school. A leave of absence from the magnet [school and] program [shall] WILL be considered [in the following situations] UNDER THE FOLLOWING CONDITIONS:
 - (1) A STUDENT MAY BE GRANTED A LEAVE OF ABSENCE FOR A MAXIMUM OF ONE (1) YEAR [If a] IF THE family AND/OR STUDENT MOVES [is moving] out of Baltimore County temporarily[, a leave of absence may be granted for a maximum of one (1) year].
 - (2) A student [also] may be granted a leave of absence from the magnet [school and] program for the period of time necessary to complete

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any of the following: a stay as a patient in a hospital for an extended period of time; acceptance into a Board approved alternative education program or another exceptional education program; or enrollment in a licensed full-time substance abuse treatment program.

(3) A STUDENT MAY BE GRANTED A LEAVE OF ABSENCE FROM THE MAGNET PROGRAM FOR MEDICAL REASONS FOR THE PERIOD OF TIME NECESSARY TO COMPLETE TREATMENT AND/OR RECOVERY FROM TREATMENT. REQUESTS WHICH ARE BASED ON MEDICAL, PHYSICAL, OR MENTAL HEALTH REASONS MUST BE ACCOMPANIED BY DOCUMENTATION FROM A PHYSICIAN OR MENTAL HEALTH PROVIDER.

- c. Students who violate the provisions of Board of Education Policy 5550, *Disruptive Behavior*, or Board of Education Policy 5540, *Alcoholic Beverages and Drugs*, [shall] WILL be suspended and expelled in accordance with applicable Board of Education policies and Superintendent's rules. When students who have been expelled are ready to return to their program of study, they may return to the magnet [school and] program from which they were expelled.
- d. Students in danger of failing [in their] ANY magnet COURSE [courses of study at mid-year] will RECEIVE WRITTEN NOTIFICATION [be informed in writing] of their status[.] IN ACCORDANCE WITH SECTION 6 OF SUPERINTENDENT'S RULE 5220 ENTITLED *STUDENTS: REPORTING TO PARENTS*. Counseling regarding the propriety of a student's continuation in magnet schools and programs will take place at the end of the school year.

Any decision by the [administration] PRINCIPAL to withdraw a student from a magnet [school or] program because of academic failure IN A MAGNET COURSE must be approved in advance by the Coordinator of Gifted & Talented Education and Magnet Programs or a designee. The PRINCIPAL [administration of the magnet school or program shall explain] WILL PROVIDE THE STUDENT'S PARENT(S)/GUARDIAN(S) WITH A WRITTEN EXPLANATION OF the basis [of] FOR the withdrawal [and] THAT INCLUDES the process for appealing THE DECISION [in writing to the student's parents/guardians].

A student who [transfers out of] IS WITHDRAWN FROM a magnet program housed in a comprehensive school will be [transferred to] REQUIRED TO ATTEND the student's home school UNLESS AN APPLICATION FOR SPECIAL PERMISSION TRANSFER TO ANOTHER COMPREHENSIVE SCHOOL IS FILED BY THE PARENT/GUARDIAN AND APPROVED IN ACCORDANCE WITH BOARD POLICY AND SUPERINTENDENT'S RULE 5140.

- e. Parents/guardians may remove students from magnet schools and programs and return them to their home schools. Principals of the students' home schools [shall] WILL not deny [admission to] THE ENROLLMENT OF such students.

7. Appeals

- a. Denials of admission to magnet PROGRAM [schools,] may be appealed by the parent/guardian and must be made in writing to the Executive Director of [PreK-12] Special Programs, PREK-12, within ten (10) calendar days from the date of the notification letter or the postmarked date, whichever is later. AN APPEAL WILL BE CONSIDERED TIMELY FILED, IF, WITHIN THE ALLOTTED TIME PERIOD, IT HAS BEEN DELIVERED TO THE EXECUTIVE DIRECTOR OF SPECIAL PROGRAMS, PREK-12, POSTMARKED, OR DEPOSITED IN THE U.S. MAIL AS REGISTERED OR CERTIFIED MAIL. ELECTRONIC SUBMISSIONS WILL NOT BE ACCEPTED. The Executive Director of [PreK-12] Special Programs, PREK-12, or a designee will evaluate the appeal and issue a written decision.
- b. If the appeal is denied by the Executive Director of [PreK-12] Special Programs, PREK-12, or a designee, the written decision will inform the parent(s)/guardian(s) of the right to appeal.[, in writing, to the Superintendent within fifteen (15) calendar days of the date of the denial letter or the postmarked date, whichever is later.]
- [c.] APPEALS OF [Denials of] magnet admissions DENIALS by the Executive Director of [PreK-12] Special Programs, PREK-12, or a designee must be MADE [appealed] in writing to the Superintendent within fifteen (15) calendar days of the date of the Executive Director of [PreK-12] Special Programs', PREK-12, or a designee's denial letter or the postmarked date, whichever is later. AN APPEAL WILL BE CONSIDERED TIMELY FILED, IF, WITHIN THE ALLOTTED TIME PERIOD, IT HAS BEEN DELIVERED TO THE SUPERINTENDENT, POSTMARKED, OR

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DEPOSITED IN THE U.S. MAIL AS REGISTERED OR CERTIFIED MAIL. ELECTRONIC SUBMISSIONS WILL NOT BE ACCEPTED. The Superintendent or his/her designee will research and evaluate the appeal and issue a written decision.

- [d.] C. If the appeal is denied by the Superintendent or a designee, the written decision will inform the parent(s)/guardian(s) of the right to appeal in writing to the Board of Education within thirty (30) calendar days of the date of the denial letter in accordance with §4-205 of the Education Article of the *Annotated Code of Maryland* and Board of Education Policy 8339 – Internal Board Policies: Operations, Appeal Before Hearing Examiner. An appeal will be considered timely filed, if, within the allotted time period, it has been delivered to the Board of Education, postmarked, or deposited in the U.S. Mail as registered or certified mail.

Legal references: Annotated Code of Maryland, Education Article, §4-205, §7-301COMAR 13A.08.01.02 AGE FOR SCHOOL ATTENDANCE

RELATED POLICIES: BOARD OF EDUCATION POLICY 6130, INSTRUCTION: MAGNET SCHOOLS AND PROGRAMS
BOARD OF EDUCATION POLICY 5140, STUDENTS: ENROLLMENT AND ATTENDANCE
BOARD OF EDUCATION POLICY 5150, STUDENTS: ENROLLMENT AND ATTENDANCE

Rule	Superintendent of Schools
Approved: 4/20/99	
Revised: 1/23/01	
Revised: 9/25/01	
Revised: 8/10/04	
REVISED:	