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BOARD ADMINISTRATIVE RULE

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Magnet Programs	IHBHB	4/15/09 4/14/10
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RATIONALE/OBJECTIVE:

The Cobb County School District (District) recognizes that students who demonstrate exceptional potential in a specific area may benefit from a specialized program and permits magnet programs to be developed in designated schools with Board of Education (Board) approval. The purpose of such programs should be to create a forum for educational innovation while allowing students to pursue their specialized interests, develop their talents, and extend their competencies beyond the usual scope of high school.

RULE:

Magnet programs should provide participating students an opportunity to experience an enriched curriculum that is consistent with the theme of the magnet program.

A. MAGNET PROGRAM QUALITY:

1. Indicators:

The following indicators are provided as a means of assessing the quality of a specific magnet program:

- a. The magnet program has a well-developed purpose, focus, philosophy, curriculum, plan, and procedures, which are effectively communicated to parents/guardians, students, and community.
- b. The magnet program reflects the District's commitment to equal educational opportunity.
- c. School administration and staff support the magnet program's focus through commitment of resources and leadership.
- d. Curriculum offerings are congruent with the magnet program's focus, appropriate for student levels, and based on best-practice research.
- e. Magnet students are selected according to specified criteria.
- f. A talent development program exists to increase student participation of local attendance area students in the magnet program.
- g. Magnet students and families are integrated into the total school program.
- h. Magnet teachers participate in quality staff development to enhance the program's focus and curriculum.
- i. Magnet teachers have high expectations for student performance, and parents/guardians are made aware of these expectations.
- j. Administration and magnet staff closely monitor student motivation and achievement.
- k. Magnet students demonstrate high motivation and achievement.
- l. The magnet program engages in regular program review and improvement.

m. The magnet program adheres to existing Board Policies and District Rules.

2. Annual Program Report:

The magnet program coordinator should develop and submit a yearly report to the magnet program board, the Area Assistant Superintendent, the Assistant Superintendent for Curriculum and Instruction, and the Supervisor, Advanced Learning Programs that includes the following:

- (1) Support for the school improvement plan;
- (2) Projected program revisions; and
- (3) Projected budget for the subsequent school year.

B. PROCEDURES FOR GRADES 9-12 MAGNET PROGRAMS:

1. Curriculum:

Curriculum for magnet programs must reflect the mission and focus of the specific magnet program and must extend curriculum standards of the District. The Advanced Learning Programs Supervisor shall coordinate curriculum development with appropriate Curriculum and Instruction supervisors and the Magnet Program Coordinator.

2. Student Admissions (beginning for Class ~~of Entering in~~ 2009):

a. Application/Admission:

To be admitted into a magnet program, a student must be eligible to attend a District school. Applications are accepted by magnet coordinators in the student's eighth grade year in compliance with published application deadlines. Candidates are evaluated on multiple indicators of potential success, including academic achievement, teacher recommendations, good behavior, and regular attendance. Students are notified of admission decisions in the spring for the following school year.

b. Multiple Offers:

Students may accept admission from one magnet program only.

c. Student Contracts:

With the approval of the Area Assistant Superintendent and Policy Development, individual magnet programs may develop student codes of conduct, contracts, rules, or regulations for continued participation in the program. If these student codes of conduct, contracts, rules, or regulations extend Board Policies or Administrative Rules, they must also be reviewed by the Board prior to implementation.

3. Late Entrance Admissions:

a. Only two categories of qualified students may be admitted to magnet programs after the beginning of the freshman year, as space is available:

(1) Students attending the school in which the magnet program is housed; or
(2) New-to-District students.

b. **Students who may qualify for late entrance admission** Qualified students are defined as those who have:

- (1) Completed the prerequisite requirements of the program; and
- (2) Demonstrated successful academic performance that is consistent with program admissions criteria.

c. **In addition, to qualify for late entrance admission** students must be able to meet magnet program and graduation requirements Administrative [Rule IKF](#) [Graduation Requirements]) within the remaining high school program. Please refer to Administrative [Rule JJIC](#) (Student Activities: Standards for Student Participation in Extracurricular Activities) for eligibility implications.

4. Program-to-Program Transfers:

Students currently enrolled in a magnet program in the District may request ~~to transfer to transfer (utilize School Choice)~~ to attend another District magnet program at the end of their first year in the magnet program. **The request must adhere to District School Choice Guidelines.** See Administrative [Rule JFABC](#) (Admissions/Withdrawals: Transfer Students) for more information about the ~~transfer School Choice~~ process.

- a. Transferring students may be ineligible for interscholastic activities in accordance with Administrative [Rule JJIC](#) (Student Activities: Standards for Student Participation in Extracurricular Activities).
- b. A request for [transfer School Choice](#) is activated upon receipt of a letter from the student and parent/guardian to the current magnet program coordinator no later than the last day of school stating the reason for the [transfer](#) request. The student must also submit an [transfer](#) application [Form JFABC-1](#) ([Application for Hardship Transfer School Choice Application](#)).
- c. The student must provide recommendations from all current academic teachers.
- d. [Transfer School Choice](#) applicants must be in good academic standing.
- e. Students transferring to another magnet program must meet the criteria of the receiving program. [Though the Although a student may be granted School Choice to attend the general educational program of the school in which that houses the magnet program is housed, the student may not be accepted into that school's magnet program. The](#) receiving program reserves the [right discretion](#) to refuse the transfer [his/her enrollment to accept a student](#).
- f. If [a transfer School Choice](#) is granted, the student and parent/guardian must meet with the coordinator of the new magnet program to review program requirements.
- g. Attendance in the new magnet program begins on the first day of school.
- h. Magnet coordinators arrange for transfer of records ([Administrative Rule JRAA \[Student Records: Transfer/Articulation of Student Records\]](#)). [LINK NEEDED](#)

5. **Probation:**

a. **International Baccalaureate Program:**

A student who receives a grade of D in any Pre-IB or IB course is placed on program probation. The student is then required to earn a grade of C or above in the next magnet course in that content area to remain in the program. Removal from the program also results if a student:

- (1) Earns two or more D's in Pre-IB or IB courses in any given semester;
- (2) Earns a grade of F in any Pre-IB or IB academic course specified within the IB curriculum sequence.

b. **Cobb County Center for Excellence in the Performing Arts:**

A student must maintain a minimum grade average of eighty percent in performing arts major classes and a minimum cumulative Grade Point Average of 2.0.

c. **All Other Programs:**

(1) **Definitions:**

- (a) Magnet courses are those designated with a district-designated course number ending;
- (b) Magnet-related courses are those that are specifically designated in each magnet's required course of study.

(2) **Requirements:**

- (a) A student who receives a grade of C or below in one or more magnet courses is placed on program probation until the next magnet course in that content area is completed. If the student does not receive an A or B in the subsequent course, the student is removed from the program.
- (b) Grades for Advanced Placement (AP) classes must be a minimum of 2.0 (3.0 with the addition of the quality point).
- (c) Removal from the program may also result if a student earns:
 - 1) Multiple grades below B (including quality points) in magnet-related and Magnet courses in any one semester; or
 - 2) A grade of F in any magnet-related or magnet course.

6. **Withdrawal:**

- a. Those students exiting the program after the first two weeks of the semester may remain in the host school for the remainder of that semester only (see Administrative [Rule JJIC](#) [Student Activities: Standards for Student Participation] in

Extracurricular Activities for eligibility implications).

- b. During the first three years of participation in the magnet program, students who discontinue the magnet program must return to their zoned high school.

7. Magnet Program Reconsideration:

Students who are involuntarily removed from the program may request reconsideration of their removal by a review panel composed of an Area Assistant Superintendent other than the one representing the magnet school or student's zoned high school, the District Curriculum Director, and the Superintendent or designee, who serves as chair. The student initiates the reconsideration by submitting a written request for a reconsideration with all materials supporting the request, a return address, and a daytime telephone number to:

Office of Advanced Learning
Cobb County School District
P. O. Box 1088
Marietta, Georgia 30061-1088

8. Governance/Personnel:

- a. The host school Principal is responsible for:
 - (1) Supervising student **recruitment selection**;
 - (2) Delivery of instruction by all magnet personnel;
 - (3) Budgets;
 - (4) Enrollment/continuation decisions;
 - (5) Resource utilization;
 - (6) Enforcing student contracts; and
 - (7) Adhering to student recruitment guidelines.
- b. Magnet Program Coordinators report directly to the Principal of the host school.
- c. **Magnet School Program Board:**
Each magnet school principal will appoint a magnet school program board (board) which shall:
 - (1) Assist the school in developing its magnet school program proposal (Section C);
 - (2) Develop job expectations for the magnet program coordinator;
 - (3) Meet at least once per semester for the purposes of program development, community relations, and program evaluation;
 - (3) Consist of the Principal, who shall serve as chair, and his/her designees to include the Magnet Program Coordinator and the District Advanced Learning Programs Supervisor.
 - (4) Review the annual program report on each of the indicators of program quality (See Section A above).
- d. The Supervisor, Advanced Learning Programs should provide coordination among magnet programs, and shall provide curriculum oversight in coordination with curriculum supervisors.
- e. Coordinators of the various magnet programs should meet individually and as a group at designated times with the Supervisor, Advanced Learning Programs for inter-program coordination.

C. DEVELOPMENT OF NEW MAGNET PROGRAMS FOR GRADES K-12:

To create new magnet programs, schools shall adhere to the following process:

1. Conduct Needs Assessment:

- a. The Principal conducts a needs assessment and identifies supporting research prior to developing his/her magnet program concept.
- b. The Principal discusses magnet program concept with the:
 - (1) Area Assistant Superintendent serving that school; and
 - (2) Assistant Superintendent for Curriculum & Instruction.
- c. The school leadership team should serve as an ad hoc committee to:
 - (1) Conduct needs assessment; and
 - (2) Conduct a stakeholder survey to determine the level of interest/need.

- d. Program development proceeds if survey results indicate high interest.

2. **Develop Magnet Program Proposal:**
The Principal appoints the magnet school program board to:
 - a. Explain program themes/goals/need;
 - b. Correlate program goals to District goals and school improvement plans; and
 - c. Identify:
 - (1) Target student population;
 - (2) Professional development needs;
 - (3) Staffing and facility needs;
 - (4) Local school, budget, and community resources to be committed to establishing and developing the program; and
 - (5) Program evaluation plan.
3. **Secure District Support:**
 - a. The Principal should submit the completed magnet program proposal to appropriate District administrators for review/revision/approval:
 - (1) Supervisor, Advanced Learning Programs;
 - (2) District Curriculum Director;
 - (3) Assistant Superintendent of Curriculum;
 - (4) Area Assistant Superintendent; and
 - (5) Superintendent or designee.
 - b. If the magnet program proposal is approved, the Superintendent should submit the revised program proposal to Board for approval to implement.
4. **Select Program Leaders:**
The Principal identifies Magnet Program Coordinator (Coordinator) candidate.
5. **Develop Magnet Program Curriculum:**
The Coordinator should work with the Supervisor, Advanced Learning Programs and appropriate curriculum supervisors, to:
 - a. Develop specialized magnet courses consistent with program theme;
 - b. Obtain District approval for new course offerings; and
 - c. Align magnet curriculum with District curriculum.
6. **Identify and Select Staff:**
 - a. The Principal and Coordinator should work with Human Resources to recruit/reassign appropriate teachers; and
 - b. The Coordinator should work with the Supervisor, Advanced Learning Programs, and the Professional Learning Office to identify and provide professional development as needed.
7. **Implement Program:**
 - a. The magnet school program board solidifies community and partnership support;
 - b. The Coordinator:
 - (1) Follows District guidelines for student recruitment;
 - (2) Finalizes program budget;
 - (3) Schedules student/parent/guardian orientation;
 - (4) Works with the District Department of Transportation to arrange student transportation; and
 - (5) Schedules classes.

Adopted: 9/25/03

Reclassified an Administrative Rule: 9/1/04

Revised: 5/12/04; 4/15/09; **4/14/10**