

Barack H. Obama Elementary School
Access and Admissions Policy *(Revised 5/2023)*

Introduction

The Jackson Public School District (JPSD) offers a wide range of academic programming to help meet the needs of diverse learners by extending instruction beyond the traditional curriculum. These special program schools meet the needs of diverse learners by extending instruction beyond the traditional curriculum and are aimed at high-performing students of all grade levels. Students choosing these programs are engaged in challenging, rigorous experiences in joyful learning environments.

JPSD special program schools are available to any student in the district’s attendance zone. Student admission to a special program is based on an application process and meeting entrance criteria.

The International Baccalaureate (IB) Primary Years Programme (PYP) at Barack H. Obama Elementary School (the school) is one of the special program schools offered in JPSD. Board policy IHAC indicates compliance “with international rules and regulations, where applicable, as well as state and national rules and regulations” related to PYP implementation. The Assistant Superintendent of Elementary Schools, Division 1 and the Executive Director of the Office of Advanced Academics jointly support and oversee PYP implementation and the admissions process at the school.

Access

Barack H. Obama Elementary School (the school) seeks to provide access to the PYP to “the broadest possible range of students” as described in Culture 1 of the IB programme standards and practices. All students, from kindergarten through fifth grade, admitted to and enrolled at the school are considered students of the PYP and fully engage in all learning experiences at the school.

Admissions

As a special program in JPSD, the school follows the district’s special programs application process to select students for admission. At the school level, the application process is facilitated by the admissions committee. The admissions committee is comprised of the principal, PYP coordinator, counselor, interventionist, and the kindergarten teachers.

The steps in the admission process are described below.

1. Families complete the online special programs application for their student(s).
 - a. Instructions and documents required for completing the online application are listed on the website for the Office of Advanced Academics.
 - b. Applications are only available during windows established by the Office of Advanced Academics. Dates for the application window(s) are published on the district website and the school website.
 - c. The school communicates with stakeholders and the wider community about application windows dates via multiple methods (e.g., school website, email, print flyers, social media, etc.) The school also maintains a program interest form on the school website for the purpose of notifying interested families about application window dates.

Information about the application process and application window is communicated as broadly as possible to the wider community.

2. Families of applicants are invited to attend an information meeting to learn about the core elements of the PYP as well as an overview of the application process, including entrance criteria.
3. The admissions committee considers the space available in each grade level and makes selections based on the entrance criteria. All applicants are reviewed using a scoring formula combining the following entrance criteria.
 - a. a complete application (including academic performance history, attendance and behavior records, and recommendations)
 - b. residency (priority is given to City of Jackson residents)
 - c. sibling status (priority is given to siblings of currently enrolled students in good standing with regard to attendance, behavior, and academic performance)
 - d. entrance assessment score results
4. Families of applicants are notified of their admission status.
 - a. Selected students -
 - i. Receive an acceptance letter with an invitation to enroll
 - ii. Complete the program acknowledgement form stipulating ongoing enrollment requirements (attendance, behavior, and academic performance expectations)
 - iii. Follow JPSD registration procedures to enroll for the following school year
 - b. Wait pool students -
 - i. The school maintains a wait pool of applicants when the number of qualified applicants exceeds the number of available spaces in a given grade level.
 - ii. Receive a letter noting their placement in the wait pool
 - iii. Are contacted when space becomes available in their grade level; students are not typically enrolled once the school year begins.
 - c. Students who do not meet the entrance criteria receive a letter indicating they were not selected for admission.

Annual Transfer Renewal

As a special program school in JPSD, all student enrollment/transfers to the school are processed in compliance with board policy. (Relevant board policies include but are not limited to JBD – assignment to schools; JBG – district to district transfers; and JBH – pupil transfer inside district.)

Prior to enrollment and each subsequent year of enrollment, parents and students complete the program acknowledgement form stipulating requirements for continued enrollment. Students enrolled at the school must meet program expectations and essential agreements to have their annual transfer renewed. Students are expected to:

1. Maintain an 80 or above in all subjects
2. Maintain good attendance
 - a. This includes arriving on time, being picked up on time, and making every effort to be present daily

- b. Five or more unexcused absences may result in program removal.
- 3. Display behavior appropriate and conducive to teaching and learning.
 - a. Appropriate behavior includes adherence to digital school/classroom guidelines or safety protocols.
 - b. Two suspensions will result in immediate removal from the program.
 - c. Disruptive behavior and other reason(s) deemed necessary by the school principal, with the consent of appropriate members of district leadership, may result in program removal at the end of the semester or at the conclusion of the school year.

Access and Admission Policy Review:

The access and admissions policy is a working document, requiring ongoing review and revision based on decisions at the district level. Annually, the leadership team will lead a review of the access and admission policy, soliciting feedback from all stakeholders. Regular revisions will be completed by the end of November. However, the policy will be revised as needed based on district level decisions. The updated policy will be accessible on the school website and in print in the library/media center.

Last revised - May 2023