

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark W. Mullins, Ed.D., Superintendent



MEMORANDUM

TO: All BPS Principals

FROM: Stephanie Archer, Assistant Superintendent
Equity, Innovation and Choice (EIC)

DATE: January 21, 2020

RE: Frozen Schools for 2020-2021 School Year and Open Enrollment Processing

Attached is the 2020-2021 Frozen Schools list for Educational Location Option (ELO) applicants. This list, as well as timelines, are located at: www.eic.brevardschools.org. As a reminder, open enrollment application timelines are as follows:

- Secondary Schools opened on January 6th.
- NEW Viera-Area Elementary School opens on February 3rd
- Elementary Schools open on May 1st

The school is responsible for the immediate processing of all **renewal** students. Please be conscientious about checking into Scribs several times a week to ensure timely processing. Parents are able to monitor the progress of their application via their family dashboard.

As a reminder, there is a \$30 **non-refundable** fee for each open enrollment application. If you have any student for whom you do NOT intend to renew, please communicate this to the parent **before** they complete the application.

New applications will be processed by EIC and placed in the lottery. EIC will run all lotteries. After the lottery, the school is responsible for the completion of the application process by offering a seat or wait listing the applicant.

Pertinent documents, sample renewal letters, revocations and student contracts, are available on the BPS/EIC SharePoint site. Although parents agree to the student contract electronically, I highly recommend schools have a hard copy signed during registration.

Be sure to share this information with your office staff, Assistant Principal(s) and Guidance Counselor(s).

If you have any questions or need assistance, please contact our office.

Stephanie R. Archer, Assistant Superintendent
Division of Equity, Innovation & Choice
Phone: (321) 633-1000, ext. 395 • FAX: (321) 632-1508



**2020-2021 Brevard Public Schools
Schools Frozen to Incoming Educational Location Option (ELO) Students**

Schools Closed to <u>Incoming</u> Educational Location Option Students		
<i>Due to Projected Enrollment of 90% or Greater of Total Capacity and Recommendations Pursuant to District Policy 5121</i>		
Elementary Schools	Middle Schools	High Schools
Apollo Elementary Atlantis Elementary Challenger 7 Elementary Indialantic Elementary Manatee Elementary* Pinewood Elementary Quest Elementary* Riviera Elementary Roy Allen Elementary Westside Elementary	DeLaura Middle (8 th grade only)	Melbourne High Satellite High (10 th grade only) Viera High

* Schools greater than 100% permanent capacity: Educational Location Option is open to students of school-based employees

Policy exception as identified by Division of Equity, Innovation and Choice

Note: Parents may not apply through an "Educational Location Option" to a Choice School or Magnet School. Admittance to Choice or Magnet Schools is through the online Educational Program Opportunity application process only.