

Proposal: New Enrollment Policies & Lottery to Support Equitable Enrollment in MVWSD Choice Schools

Project Purpose

Mountain View Whisman School District plans to change their enrollment policies and process for the district's Choice Elementary Schools to ensure the schools serve students across the district equitably. As a result of current enrollment policies, choice school populations are not representative of the district overall, particularly at Stevenson Elementary. For example, while 34% of district students are Latino and 29% qualify for free or reduced-price lunch, at Stevenson 11% of students are Latino and just 5.5% qualify for free or reduced-price lunch. Over the next year, MVWSD plans to implement policy changes to address this inequitable access, beginning with the enrollment for the 2023-24 school year.

Scope of Work & Deliverables

KM Education Systems will support MVWSD by providing options and recommendations for enrollment policy and process changes. Between March 2022 through June 2022, KM Education Systems will provide the following services and deliverables, in collaboration with MVWSD:

Deliverable #1: Analysis of Current Data and Process | *To be completed mid-April 2022 (Target date for completion 4/15/22)*

Analysis of current enrollment policies and data: Using data and information provided by MVWSD, identify key factors in how current processes may be contributing to segregation (e.g., non-representative applicant pool, current priorities such as sibling preference). This deliverable will begin to address the implications of these findings and suggest possible changes.

Data to be analyzed includes: (1) Current MVWSD student population and demographics at all schools (school, grade, FRL status, special education, ELL, race/ethnicity, address and/or school zone, other demographic information available); (2) Applicants to Choice Schools (for prior 3-5 years if possible) with all relevant information collected; (3) Lottery results from recent years and current lottery policy)

Deliverable #2: Options & Recommendations | *To be completed by the end of April 2022 (Target date for completion 4/30/22)*

- A. *MVWSD's short- and long-term goals:* Suggest goals for changes to Stevenson Elementary's population over time.
- B. *New lottery policies and approach*
 - Provide options and recommendations for **priority groups of students** for the lottery: Consider data availability, how to achieve MVWSD's goals, and decisions MVWSD has already made (e.g., using a neighborhood-based priority will not work well in this community; while the district's goal is racial and SES integration, do not use race/ethnicity data in lottery).
 - Provide options and recommendations for the **type of lottery and lottery implementation process** (e.g., tiered, weighted) that will help advance MVWSD's equity goals (2-3 options).

Deliverable #3: Lottery Simulation | *To be completed May 2022 (Target date for completion 5/20/22)*

Lottery simulation using data from this year's application process to test possible lottery options (2-3 options) and evaluate their projected impact on Stevenson Elementary's population. Provide MVWSD all data from the

simulated lotteries, as well as a summary of the outcomes of each. Based on results, work with MVWSD on possible tweaks to the lottery policies and processes selected.

Deliverable #4: Final Recommendations | *To be completed early June 2022 (Target date for completion 6/3/22) and revised by the end of June based on decisions and feedback from MVWSD’s board.*

Report of final recommendations. Based on research completed to date and lottery simulation results, provide a summary of key findings and final recommendations that could be used to inform MVWSD’s board as they deliberate policy changes and make decisions in June 2022. While the immediate target of these changes is Stevenson Elementary, consider the impact on other Choice Schools as well as possible future new Choice Schools. Additionally, based on the outcome of the board’s decision, provide template used to run the lottery simulation which could be used in the future.

Proposed Project Fees and Payment Schedule

The following table outlines the approximate cost of each of the four key deliverables and the total project cost. The contractor will submit an invoice upon completion of each deliverable. The fees assume that all work will be completed remotely so does not include travel.

Deliverable	Est Days	Proposed Cost
Analysis of Enrollment & Application Data	5	\$4,500
Options & Recommendations	5	\$4,500
Lottery Simulations (Assume 3 Options)	8	\$7,000
Final Report and Recommendations	7	\$6,000
PROJECT TOTAL	25	\$22,000

Timeline

The project will be completed between late March 2022 through June 2022.

Contractor information

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As an education consultant Kate aims to use her knowledge of education policy, research and analysis, and operations to support districts, schools, and education organizations in achieving their goals and expanding opportunities for students. Kate’s recent projects include strategic planning for district and school enrollment, building internal analysis and reporting tools for schools, and research on demographic changes in school districts. Kate was previously the Executive Director of Student Enrollment at Newark Public Schools in New Jersey where she oversaw a citywide school enrollment system for the city’s district and charter sectors and worked to advance equitable school enrollment. In Newark, Kate also led projects to improve data transparency and research partnerships as well as data management practices. Prior to Newark Public Schools Kate was an analyst at MDRC, a national education and social policy research organization. She has a master’s in public policy and a master’s in social work from the University of Michigan.