

How does the student assignment computer program work?

Students are placed in their highest ranked choice as long as there are openings. If there are **more requests for a school than openings**, the student assignment system sorts requests using a series of preferences, known as **tie-breakers**, to

place applicants in schools.

A student may list any number of choices on the application form. They will go into the applicant pool for every school that is listed.

1 Tentative Assignments

When there are more requests than seats available, the assignment process will make tentative assignments for each school based on the appropriate tiebreaker process. (e.g. for elementary school: younger siblings, pre-K attendance area, test score area, attendance area, all others). In this process, openings and the tiebreakers are the main determinants over the choice ranking. It is possible that one student may receive a tentative assignment

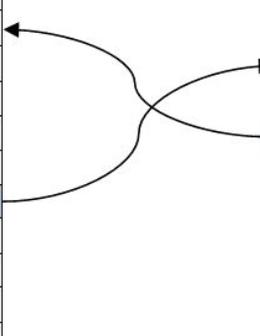
to more than one school, or it is possible that they may not receive an assignment to any of their school choices.

Once the tentative assignments are completed, the applicant keeps the highest-ranked tentative assignment and all other lower choices are released and other students have opportunities to receive those assignments. We want the unassigned group to be as small as possible. If the highest-ranked tentative assignment is the first-choice school, the student's assignment is finalized.

2 Transfer Cycle

Those who receive one of their choices are given a tentative assignment. If the highest-ranked tentative assignment is not the applicant's first choice, the system will then begin the transfer (trading up) process.

John Doe		Jane Smith	
Requests	Tentative assignments	Tentative assignments	Requests
1. McCoppin			1. Redding
2. Bryant			2. Drew
3. Muir			3. Spring Valley
4. Alamo		4. McCoppin	4. McCoppin
5. Starr King			5. Hillcrest
6. Drew	6. Drew		6. Ortega
7. Sunset		7. Sunset	7. Sunset
8. Lakeshore	8. Lakeshore		8. YickWo
			9. ER Taylor
		10. Carver	10. Carver



In this scenario, John Doe received tentative assignments to his 6th and 8th ranked schools - Drew and Lakeshore Jane Smith received tentative assignments to her 4th, 7th and 10th

ranked schools - McCoppin, Sunset and Carver. After the tentative assignments are completed, John Doe retains his tentative assignment to Drew and Lakeshore is released. Jane Smith

retains her tentative assignment to McCoppin, and Sunset and Carver are released. The trading process will search to see if there can be any exchanges of school assignments that will allow both students to receive a higher-ranked choice. John Doe holds an assignment at Drew, which is Jane Smith's 2nd ranked choice school. Jane Smith holds an assignment at McCoppin, which is John Doe's 1st ranked choice school. If John Doe gives up his assignment at Drew to Jane Smith in exchange for an assignment to McCoppin, then both students will be able to receive a higher-ranked choice school. The software identifies and makes exchanges like this during the transfer

*cycle. In this process, the choice ranking is the only determinant. Tiebreakers are not used. **Only those with a choice assignment through the tentative assignment process will be entered into the transfer process.***

Once a student receives his highest-ranked choice school, when no more trade ups can be made to help him or her get the highest possible choice, the process ends for that student.

This process continues until all seats have been filled by choice requests and no other swaps can be made to improve outcomes for students.

3 Designations

The system will first try to designate students who do not receive an assignment to any of their choice schools through the process to their attendance area school (elementary

students) or middle school feeder (incoming 6th graders), as long as there are openings. If their attendance area school or middle school feeder does not have any openings, they will be offered an assignment to the school that is closest to where they live that has an opening.