



## Request for Flexibility Automated Form Template

INSTRUCTIONS: Please write your responses in the boxes below.

School Name

Concept

Topic

Strategic Initiative(s)

Additional Members

Waiver(s) Requested

List any waivers from state law, regulation, and/or rule required to implement the concept or Fulton county

Fulton County has already waived the number of instructional days and minutes required by the state of Georgia. However, should Fulton County cease its waiver, Chattahoochee High School is requesting the following waivers from the State: SBOE Rule 160-5-1-.02 SCHOOL DAY AND SCHOOL YEAR FOR STUDENTS AND EMPLOYEES. GA State Law – Code sections: O.C.G.A. § 20-2-151(b) which sets the number of hours of instructional time for educational programs. O.C.G.A. § 20-2-168(c) which sets the number of instructional days per year.

Waiver Number

Select the topic(s) that most closely fits your request

- Personal Fitness
- Incomplete Policy
- School Day
- Other
- Class Size
- Grading Policy
- Instructional Minutes

Concept Summary

Describe the need/challenge that your school seeks to address and identify how this

During the 3 week EOC testing window, the entire school's schedule is disrupted and students are missing academic learning opportunities and produces added stressors for students. In addition, due to the need for examiners during EOC testing, students that do not have an

need/challenge is outlined in your school strategic plan.

EOC scheduled may not be able to meet with their regular teachers during this testing window. By not having access to a regular class schedule and teachers, student learning opportunities are decreased for almost 3 full weeks.

Describe the proposed concept, and explain how it addresses the need/challenge identified above.

Chattahoochee High School would like to run a flexible testing schedule during the Georgia Milestone End of Course (EOC) assessment window in the spring. All students who are scheduled to take their required EOC would report to school at the regular start time during this window. Those students not in an EOC related class would have the opportunity to report at the regular start time, or report approximately 3 hours later for an abbreviated school day. This would occur four to five times during the 15 day EOC testing window. On days when there is no EOC testing, Chattahoochee will run a normal bell schedule. Students who rely on bus transportation will be provided transportation via a second bus run at a designated time. Students who do not have a scheduled EOC are still able to take their regular bus and still have access to school nutrition for breakfast and lunch.

Supporting documents

2020 Hooch Draft EOC Schedule.docx  
(<https://forms.fultonschools.org/flexsys/Lists/reqforflex/Attachments/67/2020HoochDraftEOCSchedule.docx>)

Outline the expected results in the columns below. Add additional rows as necessary.

Project Outcomes

Short-Term Goals

Long-Term Outcomes

Students and teachers will be able to maintain consistent instruction and engagement during the EOC administration window. Additionally, adhering closely to a regular schedule will reduce stress and anxiety on student and staff.

Consistent instruction by teachers for student engagement.  
Better monitoring of the EOC testing environment.  
Increased opportunities for students to receive remediation and recovery for mastery of curriculum.

The EOC administration will no longer be a three- week window of student monitoring with little instruction or engagement. Chattahoochee will be able to provide robust learning throughout the entire school year with no extended interruptions.

Include any research or evidence that the concept will positively affect your school's student population. If no research exists, please articulate the rationale for the likelihood of success of the concept and describe your plans for risk mitigation.

At a minimum, students required to take an EOC in Language Arts are missing six hours of instruction per test and students required to take an EOC in Science, Social Studies, and Math are missing three hours of instruction per test. By holding all testing sessions in the morning on assigned days and running a modified schedule in the afternoon, we anticipate missed instructional time will be decreased by at least 50%.

Impact on Students and Families, Personnel, Departments, Processes and Schools

Identify and explain - Known Implications  
(please choose one)

**Academics**

If the RFF includes a new course, have you reached out the the content director for support?

Have you identified the board policy that you would need to waive?

Yes

If yes, please explain:

SBOE Rule 160-5-1-.02 SCHOOL DAY AND SCHOOL YEAR FOR STUDENTS AND EMPLOYEES. GA State Law – Code sections: O.C.G.A. § 20-2-151(b) which sets the number of hours of instructional time for educational programs. O.C.G.A. § 20-2-168(c) which sets the number of instructional days per year.

If this RFF includes a new course, what materials will you need (i.e. textbooks, equipment, instructional materials)?

If you are not creating a new course, how does your request impact the academics department?

**Nutrition**

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**Personnel/HR**

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**Schedule:**

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Will the RFF require an exchange of student information? Either being sent to or received from an outside source (i.e. vendor, agency)?

No

Does the RFF require a change/modification to your typical business practices with the SIS?

Examples may include significant bell schedule changes, grading changes, process changes that impact data collection (using a different tool to take attendance).

No

Comments:

**Transportation:**

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Will transportation be required?

Yes

If so, how many students, what are the hours required, and is there funding already available?

Depending upon the day, anywhere from approximately 1/2 to 3/4 of the students are not in EOC testing, so would be eligible for the second bus run. The second run would need to be approximately 3 hours after the first. Yes, we have FY20 Flexible funds that we carried over.

Comments:

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**Technology:**

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**Facilities:**

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**Other: (Check this box if you are unaware of the departments impacted)**

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In the space to the right, please identify, to the extent possible, how you plan to modify your school budget to cover additional costs. If applicable, identify external funding sources. Please use the budget template on the next page to provide the estimated costs of the proposed concept.

Transportation: Cost of transportation for flex days during an EOC administration will be initially addressed through Flexible Funds and later, possibly through cost center funds of approximately \$4,000 per bus run.

Budget Items

**Teacher(s)**

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**Paraprofessional(s)**

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**Support Staff**

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**Additional Pay (certified)/Overtime (non-certified)**

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**Equipment**

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**Supplies/Materials**

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**Professional Development**

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**Independent Contractor(s)**

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**Transportation**

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Item Description	<input type="text" value="Additional bus run."/>		
Proposed Funding Source (s) Year 1**	<input type="text" value="Flexible Funding"/>	Amount Budgeted* Year 1	<input type="text" value="20,000"/>
Proposed Funding Source (s) Year 2**	<input type="text" value="Flexible funding and/or general fund"/>	Amount Budgeted* Year 2	<input type="text" value="20,000"/>
Proposed Funding Source (s) Year 3**	<input type="text" value="Flexible funding and/or general fund"/>	Amount Budgeted* Year 3	<input type="text" value="20,000"/>
Notes	<input type="text" value="After the intitial year, if the community reflects no need for an extra bus run, we will adjust accordingly."/>		

**Other Professional Services**

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**Other**

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**Other**

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**GRAND TOTALS**

Year 1	<input type="text" value="20,000"/>	Year 2	<input type="text" value="20,000"/>
Year 3	<input type="text" value="20,000"/>		

\*When determining the Amount Budgeted for personnel costs, the principal should consult with the Learning Community Human Resources Director.

\*\*For the Proposed Funding Sources(s), please indicate which of the following funding sources you intend to use: General Fund, Student Activities Fund, School Foundation/PTA, FCS Seed Fund, Grants, or Other (please specify the source).

## Initial Vetting

Yes  No  Maybe

## CSAT Feedback