

Recruitment for IMPACT Early College High School

RECRUITMENT PLAN:

Meet with all junior school counselors to share information about ECHS goals, target population, recruitment plan and timelines, and to answer any questions they might have. Educate counselors and other key junior school personnel about the target students so that they are better able to advise students who are considering IMPACT. Recruitment processes are developed in collaboration with the 3 high school Academies. Students must apply to attend the respective Academy at each of the high schools, and they must apply for IMPACT. Together, we create a timeline for recruitment, schedule the campus visits, have the same deadlines and similar processes for student notification of acceptance or wait list. 8th grade presentations are conducted at each of the 5 junior schools in our district and were inclusive of all students. Parent meetings are held at each of the 3 high schools on "8th Grade High School Options" evening, which was a district-wide event; fliers and publicity documents are developed and shared specifically for that event. An 8th Grade Student and Parent Interest night is held at our campus during which our IHE partners co-present and our student Ambassadors participate in a panel to answer student/parent questions. Due to Junior School principals' concerns about instructional time, we cannot schedule classroom visits, but have offered teachers the option to invite us in to speak to their students if they wish. We return to the junior schools in January during lunches to encourage students to apply. For all events, our district communication system is used to notify and remind parents of the events in English and Spanish, and Spanish translation is available at all parent presentations. We work closely with the junior school principals and counselors in this entire process. All information is available on the campus website during key times of recruitment.

HS Options for 8th Grade Students - Recruitment Planning Timeline

Date	Activity/Event	Location
Oct	Planning for recruitment & application process	SCTHS
Oct	Review HS Options Timeline & 8 th grade advisory schedule	Texas Room
Nov	Advisory Session 11: High School Options/AVID	8 th Grade Advisory Classrooms @ BJS, CBJS, GJS, HJS, HMJS
	AVID Lunch Visit (1 Table in each JS Cafeteria—Structure for students to be able to freely visit tables)	8 th Grade Lunch @ BJS, CBJS, GJS, HJS, HMJS
Nov	JUNIOR SCHOOL COUNSELOR LUNCHEON—HS Options Training (followed by district counselor meeting)	Administration Bldg. Texas A & B
Nov	8 th Grade Orientation / Parent Night Elective Fair--IMPACT PRESENTATION @ RESPECTIVE CAMPUSES	REL, GCM, RSS
Dec	Advisory Session 12: High School Options/IMPACT	8 th Grade Advisory Classrooms @ BJS, CBJS, GJS, HJS, HMJS
	Lunch Visit (1 Table in each JS Cafeteria—Structure for students to be able to freely visit tables)	8 th Grade Lunch @ BJS, CBJS, GJS, HJS, HMJS

Dec	Impact Open House	IMPACT
Dec	Highlands Junior Career Day Participation	HJS
Jan	Application Available	Junior Schools, Web Page
Dec	Announcements Made at Junior Schools	
Jan	BJS, CCR & STEM Lab Presentations by HS Options Campus Visit (8 tables in cafeteria) & Lunch Visit (1:04-1:34)	BJS, CBJ, HJS, HMJ, GJS
	Career Night Presentations on each HS Option	RSS
Jan	Mail postcards with application deadline and Open Lab Night date/time	NA
Jan	CALL OUT TO 8 TH GRADE PARENTS	NA
Feb	Applications deadline	Online
Feb	Review Student Applications & determine student placement	TBD
Feb	Mtg. to organize disbursement of letters to students @ junior schools	TBD
Feb	Notification letters delivered to JS counselors	Respective Junior Schools
Feb	Acceptance Agreement from Students Due & Intra- District Agreement for Transfer Students	TBD (IECHS)