

August 15, 2012

Dear Parents:

Your child is a student at Brookwood. You know that your child is important to us and that we want to provide every opportunity for success. Each school in Michigan is required to test students every year using the Michigan Educational Assessment Program (MEAP) tests. The results of these tests, as well as participation on the tests are used to determine whether our school is making adequate yearly progress (AYP) and where it ranks in a "Top to Bottom" list of schools and their performance. The Top to Bottom list is used to identify schools that require improvement of various kinds; some have overall low performance and others have large gaps between their high and low achieving students.

Since Brookwood is identified as a school requiring improvement the district must offer you the opportunity to transfer your child to Bowen Elementary which made AYP in the 2011-2012 school year and is not identified for improvement. If the district receives more applications than can be accommodated, priority will be given to the lowest-achieving children from low-income families. If you chose Option 1, you will be notified by mail of your child's transfer status. If you chose Option 2, you will remain at your home building (Brookwood).

To help you decide, we have provided information so you can compare them. Based on this information, you may choose a school using the enclosed transfer form. Transportation to this school will be provided. You must complete this form by August 30, 2012 and return it to Brookwood Elementary for consideration.

To discuss this decision further, please call Mr. Bradshaw at 455-0030 and he will be happy to help you.

Sincerely,

Mr. Lorenzo Bradshaw

Brookwood Transfer Information

Your student may be able to transfer to the following school that made adequate yearly progress in the 2011-2012 school year and is not identified for improvement. Please complete the attached Transfer Request Form or contact Mr. Blair Feldkamp, Principal, Bowen Elementary at (616) 455-0030 for more information.

Bowen Elementary is located at 4483 Kalamazoo Avenue SE, Kentwood, Michigan. Bowen services K-5 students with an enrollment of approximately 280 students. Bowen has a PTC program along with ARCH after school programs and the **WATCH D.O.G.S.® (Dads Of Great Students)** is the safe school initiative of the National Center for Fathering that involves fathers and father figures to help create a more safe and secure learning environment in our nation's schools. For more information about Bowen Elementary, you can go to www.MiSchoolData.org website.

Kentwood Public Schools
No Child Left Behind (NCLB) Public School Choice/Transfer Request

Please print all requested information accurately and clearly

Please complete one application per child. Check ONLY Option 1 or Option 2 below.
Return this request form on or before August 30, 2012 to:

*Brookwood Elementary
Mr. Lorenzo Bradshaw
5465 Kalamazoo Avenue SE
Kentwood, MI 49508
616-455-0030
616-455-5778*

Please complete the following student information:

Student Name:		Student ID#:	
Student's Grade:		Student's Date of Birth:	
Name of School Student Currently Attends:			
Parent/Guardian Name:			
Address:			
Home Phone:	Alternate or Cell:		
Is this student currently enrolled in special education?			Yes No

Parent/Guardian Statement:

I have received and understand the notification sent informing me that Brookwood has been identified as a school requiring improvement. I also understand that I have the option to transfer my child to another school that has not been identified as a school requiring improvement. Based on this information, I choose:

OPTION 1:

I wish to transfer my child to: Bowen

OPTION 2:

Remain at Brookwood

Parent/Guardian Signature

Date