



NEW YORK STATE EDUCATION DEPARTMENT REQUEST TO MODIFY THE REGISTRATION OF AN EXISTING SCHOOL DUE TO A NEW GRADE CONFIGURATION FORM B

Note: The district must complete separate forms for *each* school changing its grade configuration

School District:			
Name of School:			
BEDS Code:			
School Address:			
Building/Facility Code: <small>Found on the Certificate of Occupancy:</small>			
Current Accountability Status:			
Previous Year Accountability Status:			
	Original School:	Upcoming School Year:	At Full Capacity:
Grades Served:			
Enrollment:			

Contact Person:	Phone Number:	Email:

1. The registration modification request is due to a(n): *(Select all that apply.)*
 - Removal of Grade Level(s)** (split)
 - Addition of Grade Level(s)/Combination of Schools** (merger)

2. Please identify each school that will be impacted by the change in registration status in the table below. *(If more space is needed, please attach a separate sheet with the corresponding information.)*
This list should include schools that are directly and indirectly impacted as a result of the requested change in school registration, including:
 - School(s) that will alter their grade configuration by adding or removing grades.
 - School(s) that will gain additional students, due to the change in the registration status of the public school requesting to remove grades or students from its enrollment

School Name	BEDS Code	School District	Accountability Status	Previous Year's Accountability Status	Registration Impact
<i>Example: North School</i>	<i>123456789012</i>	<i>XYZ</i>	<i>Priority</i>	<i>In Need of Improvement –yr 1</i>	<i>Will Receive Students</i>

For each school listed, please complete and attach a School Impact Form*.

*For NYC Only – If an Educational Impact Summary has been published, please submit it in lieu of the School Impact Form. If an Educational Impact Summary has not been published, then a School Impact Form must be completed.

3. Describe how the district will provide support for the schools receiving additional students as a result of the change in registration status.
Describe the process the district will follow to ensure that the schools enrolling students who would otherwise be attending the original school will not lose support and/or services and will not carry any additional burdens, (i.e. loss of job-embedded professional development for staff and/or extended learning time for students, need for increased workload, building space, resources, staff or administration, etc.). Please provide the explanation on a separate sheet.