ENROLLMENT POLICY
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Enrollment Policy

I. Background

The Ingenuity Project is a citywide specialized academic program in Baltimore City Public Schools.

What We Do: Ingenuity designs and provides advanced learning experiences for students in Baltimore City. Ingenuity teaches and mentors students to develop the skills to become leaders in STEM fields. Applying an equitable lens to both our admissions process and our ongoing programming, Ingenuity improves access to exceptional STEM programming for historically untapped students. Ingenuity classrooms are enriched by a diversity of students from across the city. From 5th graders to alumni, Ingenuity builds long-term relationships with students and families, empowering them as partners in their educational journeys.

Our Vision: To educate and support a diverse cohort of Baltimore City students for seven years (grades 6-12) through an advanced, socially responsible STEM curriculum and leadership program that cultivates a passion for excellence, a deep sense of curiosity, and a strong desire to innovate and change systems for the greater good. Through an affirmative and inclusive culture in and out of Ingenuity math and science classrooms, our students will build the integrity, self-reflection, resilience, and cultural competency necessary to listen, exchange ideas, and successfully collaborate with diverse groups of people now and as STEM leaders in the future. A future fueled by diverse STEM leaders will not only improve each field's ability to innovate but will create solutions designed to advance a diverse global society. Future success and satisfaction as a STEM leader is not determined only by a test score or report card grade, but also by the extent to which leaders live by a set of values and passionately pursue their interests and talents in STEM.

About Ingenuity Middle School: Students take advanced math and science courses during the school day in place of the standard curriculum and have opportunities for ongoing enrichment and support. The program is in four Baltimore City public schools (Hamilton, James McHenry, Mount Royal, and Roland Park). Accepted students transfer into their Ingenuity placement at one of these four middle schools for the duration of three years (grades 6-8). Students become members of these middle schools and participate in standard or honors coursework (English Language Arts, Social Studies, and other classes) offered within the school. Ingenuity is a good fit for students with a history of strong academic performance and the ability to quickly grasp new material and concepts.

About Ingenuity High School: Ingenuity at Poly is a strong path to becoming one of Baltimore's next leading scientists, exceptional mathematicians, innovative engineers, or high-tech entrepreneurs. Ingenuity is a good fit for students with a history of strong academic performance and interest in math and science, complex and logical thinking, persistence, and the ability to quickly grasp new material and concepts. Students must demonstrate mastery of Algebra I before entering the program. The Ingenuity math sequence begins with Honors Geometry or Honors Algebra II in 9th grade.

II.   Policy Purpose

This policy provides information to the Ingenuity Project community (schools, families, district, prospective and current students) on its enrollment policies and how it prioritizes *educational equity* in its systems and decision-making processes.

Educational equity is defined in the **[Baltimore City Public Schools Equity Policy ADA](#)** as "an educational system that ensures that every student has access to the opportunities, resources and educational rigor they need throughout their educational career to maximize academic success and social-emotional well-being and views each student's individual characteristics as valuable. These characteristics include but are not limited to: ability (cognitive, social, emotional and physical), ethnicity, family structure, gender identity and expression, language, race, religion, sexual orientation, and socio-economics."

According to the **Baltimore City Public Schools Equity Policy ADA**, "Specialized programming and support models will create opportunities for historically oppressed learners to thrive in academic programs. Admissions criteria allow for an increase in underrepresented students in advanced academics and schools/programs with selective entrance criteria. Partner organizations are required to develop application processes, scoring, and admissions criteria that reflect the racial demographics of the student population."

In accordance with the **Baltimore City Public Schools Equity Policy ADA**, Ingenuity strives to prioritize the allocation of resources (curriculum, facilities, staffing, support services, technology, transportation, etc.) in a manner that ensures historically underserved students and schools get what they need to participate in The Ingenuity Project.

III.   Recruitment

Recruiting 5th and 8th grade applicants for The Ingenuity Project involves providing information and application support to families, school staff (esp. Choice Liaisons, Guidance Counselors, GAL Coordinators), teachers, and the larger community throughout the fall of each school year.

1. The Ingenuity Project sends print materials directly to 5th and 8th-grade student households who meet minimum requirements, and interoffice materials are sent to schools to distribute to families through classroom teachers.

2. While events may change from year to year, this typically involves showcasing our school locations, visits to schools to speak with prospective students and families, and participating in district School Choice events.

Equity in Recruitment - To ensure access and representation in specialized programming (as per district Equity Policy ADA) Ingenuity provides targeted outreach and intentionally partners with schools who serve historically untapped students.

IV.   Admissions

Ingenuity's citywide admissions process seeks to ensure equity and access to a rigorous and effective STEM curriculum for the brightest young people from all communities across Baltimore City. As such, the program is committed to identifying a cohort of students that reflects the diversity of Baltimore City. Ingenuity's admissions process adheres to Baltimore City Public Schools' Equity Policy.

1. **Middle School Admissions -** All current 5th-grade students who live in Baltimore City and perform on or above grade level in math are eligible to apply for entry in 6th grade**.**
   a. Limited spots are available for entry in 7th grade (see Late Admissions Process below).
   b. Applications are not accepted for students entering in 8th grade.

2. **High School Admissions -** All current 8th-grade students who live in Baltimore City and will have a high school Algebra I credit by the end of 8th grade are eligible to apply for entry in 9th grade. Accepted students typically perform above grade level in math according to state or local assessments. The Ingenuity math sequence begins with Honors Geometry in 9th grade, and some students begin in Algebra II if Geometry is completed in middle school. Students accepted to Ingenuity must also be accepted to Baltimore Polytechnic Institute (Poly) through the High School Choice process. Poly must be ranked first on the Choice Application.
   a. Limited spots are available for entry in 10th grade (see Late Admissions Process below).
   b. Applications are not accepted for students entering grades 11 or 12.

3. For information on the current Admissions Decisions Details, see the Admissions Policy page on Ingenuity's website.

4. **Admissions Processes and Phases**

   a. **Standard Admissions Process (Entry in 6th or 9th grade)** - The common entry points for students into The Ingenuity Project are 6th and 9th grades. This standard admissions process takes place when students apply in the fall of 5th or 8th grade. Offers are typically communicated in the spring. This timeline and policies are published on the Ingenuity Project website in the fall of each school year and may vary from year to year depending on district and state policies and timelines.
   b. **Late Admissions Process (Entry in 7th or 10th grade) -** Late admissions is dependent on the availability of a seat in the respective school and is typical for students seeking entry after 6th and 9th grades have started. Admissions criteria differ from the standard admissions process and can include the evaluation of current and prior year school assessments, Ingenuity administered tests, and grades. There is typically no entry in 8th, 11th, or 12th grade. ***For***

information on the Late Admissions deadlines, please see the Late Admissions Policy on our website.

    i. **Late Application Deadlines:** Applicants for 7th and 10th must apply by the standard admissions deadline (typically end of January). Decisions are not offered until June once available seats are confirmed.

    ii. No student from outside the existing schools can be added to Ingenuity classes once the school year has started.

    iii. Any admissions requests outside the standard and late timelines will be considered at the discretion of The Ingenuity Project on a case-by-case basis.

c. **Types of Decisions -** The application decisions released from the Ingenuity Project.

    i. **Acceptance:** The applicant is offered admission at an assigned Ingenuity location.

    ii. **Decline:** The applicant is not offered a seat in the program.

    iii. **Waitlist**: A waitlist is generated by Ingenuity when Standard Admissions Process Decisions are released. The waitlist expires on August 1.

d. **Admissions Applicant Responses -** Once Ingenuity decisions are released, families have three response options to make using Ingenuity's Response Form.

    i. **Accept Offer:** The applicant and family accept the offer and complete all program and school enrollment documentation.

    ii. **Decline Current Offer/Request to Join Waitlist**: The applicant and family receive an admissions acceptance to one Ingenuity location, decline placement at the location offered, and request to join the waitlist for a different location.

    iii. **Decline Offer:** The applicant and family decline the offer. This includes students who initially decline and students who do not show up for the first week of school.

e. **Enrollment -** Students who accept offers to participate in the Ingenuity Project must complete Baltimore City Public School enrollment forms to officially enroll into the accepted Ingenuity placement. Enrollment forms are distributed by the enrolling school.

V.   Academic Pathways

1. **Standard Ingenuity Pathway** - Students take Ingenuity's math and science classes including:
   a. **Grade 6:** Honors Singapore Math, Honors Earth and Space Science
   b. **Grade 7:** Honors Pre Algebra, Honors Life Science
   c. **Grade 8:** Honors Algebra I, Honors Physical Science
   d. **Grade 9:** Honors Geometry, Honors Pre-AP Biology
   e. **Grade 10:** Honors Algebra II, Honors Trigonometry/Probability and Statistics, Honors Chemistry/Introduction to Research, Honors Physics

f. **Grade 11 and 12:** Students have the option to take a range of Advanced Placement courses: AP Physics, AP Chemistry, AP Biology, AP Computer Science, and AP Environmental Science, along with Ingenuity's Research or Innovation Practicum.

g. All students in grades 6-12 will take a range of required district-created honors and non-honors courses to fulfill Maryland State requirements in English Language Arts, Social Studies, Fine Arts, and World Languages.

2. **Accelerated Math Pathway -** A small number of students may be identified each year scoring consistently in the top 2-3% nationally to participate in Ingenuity's math sequence one year or more above the standard pathway. Placement into this pathway is determined using currently available data and is dependent on the availability of a seat. Placement into the pathway is only made at the start of the year, but students have until October 1 to move back to the standard pathway.

3. **High School Research** - All Ingenuity high school students are expected to participate in Ingenuity's Research Practicum or an approved out-of-school STEM-related experience.

VI.   Program Expectations

The Ingenuity Project prepares students to become STEM leaders and expects students, teachers, staff, and families to honor a set of Core Values for STEM leadership. Ingenuity students are also subject to all of their school's rules and regulations, as well as the BCPSS Student Code of Conduct. Students in violation of this Code of Conduct and/or the rules and regulations of their Ingenuity host school may be transitioned out of Ingenuity at the discretion of the middle or high school team.

The Ingenuity Project expects students to adhere to the following Student Pledge (signed upon acceptance):

INGENUITY STUDENT PLEDGE

I understand that The Ingenuity Project is preparing me to become a STEM (Science, Technology, Engineering, and Math) leader and expects students, teachers, staff, and families to honor a set of Core Values for STEM leadership. I understand that the teachers and the staff at my school can help me develop these Core Values for STEM leadership.

I PLEDGE to participate in Ingenuity orientations, enrichment opportunities and experiences to support my development and growth as a STEM leader. I PLEDGE to practice these Core Values to help me make good decisions in school and grow as a student and future STEM leader.

1. **PASSION FOR EXCELLENCE** - I will strive for excellence, not perfectionism. There are many ways to achieve excellence and it will require integrity, self-reflection, and resilience. This begins with completing my school assignments and preparing for assessments to the best of my ability.
2. **SOCIAL RESPONSIBILITY** – I will seek to use Math, Science, Technology, and Engineering responsibly and ethically to benefit society, our environment, and the greater good.

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3. **CURIOSITY** - I will pose meaningful questions to complex problems. I will seek out and value multiple perspectives, participate in dialogue in my classes, and embrace new opportunities.
4. **INNOVATION** - I will take risks and learn from my failures. I will explore new possibilities and look for ways to create positive change around me. This begins with practicing a growth mindset and taking advantage of all opportunities to learn, strengthen my skills, and grow as a student.
5. **COLLABORATION** - I will collaborate across diverse groups by listening, exchanging ideas, sharing power, and helping others develop their skills. This includes asking others for help and advocating for what I need in school.
6. **INCLUSIVITY** - I will create meaningful relationships with people from different cultures and backgrounds. I will affirm and honor others' interests and perspectives, and I will make authentic efforts to get to know and appreciate all of my classmates regardless of our different life experiences.

The Ingenuity Project expects parents/guardians to adhere to the following Pledge (signed upon acceptance):

PARENT/GUARDIAN PLEDGE

Please review and check each agreement demonstrating that you understand your commitment to supporting your student in The Ingenuity Project.

1. I understand that The Ingenuity Project operates under a set of Core Values. These Core Values are the cornerstones of Ingenuity's expectations of students, staff, teachers, families, and partners. I PLEDGE to help my child practice these Core Values to help them make good decisions in school and grow as a student and future STEM (Science, Technology, Engineering, and Math) leader.
2. I acknowledge that my child and I are now a part of the Ingenuity Project within a host school, and that teachers, staff, and administrators will be part of our educational support system for years. We will seek to create honest, respectful, and positive relationships within this community.
3. My child will participate in Ingenuity orientations and enrichment opportunities. I will attend parent orientation, conferences, and other meetings as requested.
4. I will respond to communication from Ingenuity staff and teachers regarding my child's academic progress, enrichment opportunities, and in support of their wellbeing.
5. I will support my child to pursue opportunities that connect with their academic and extracurricular interests. I will help my child create balance between school, outside responsibilities, extracurricular activities in support of their wellbeing.
6. I will reinforce at home that with time, effort, and dedication, my child can learn anything.
7. I will hold my child accountable and encourage them to complete all assignments and prepare for assessments to the best of their ability. I will help them manage their time, deadlines, and priorities when they are overwhelmed.
8. I will help my child advocate for themselves and seek help from teachers and staff at school.
9. I will work with teachers and staff to identify other resources and strategies that support my child as needed.

VII.   Enrollment Change Requests

1. **Withdrawal -** A student already enrolled and participating in Ingenuity classes requests to be withdrawn from the program during or at the end of the year. Families should contact the Dean of Engagement to discuss a program withdrawal. Continued enrollment in the student's current Ingenuity school is not guaranteed and is dependent on school administration approval.

2. **School Transfer -** The process for an already enrolled and participating Ingenuity student to request a transfer from one Ingenuity location and another. (This only pertains to Ingenuity middle school programs.) Transfer requests are evaluated by Ingenuity based on current available data, availability of a seat at another location, and school administration approval. Transfer requests are made by contacting the Dean of Engagement.

3. **Accelerated Math Pathway (7th-grade Algebra I) -** Students enrolled in Ingenuity's middle school accelerated math pathway may withdraw from the Algebra 1 course by October 1. Families must notify the Ingenuity Middle School Director and the math teacher before that deadline. Students may not drop Geometry after completing Algebra 1.

VIII. Academic Standards and Program Dismissal

1. **Academic Standards** - Continued enrollment in the Ingenuity Project requires students earn a final grade of 80% or higher in their math and science classes at the end of the year (and 85% or higher in high school math). Students who do not meet this expectation will be identified for support. Students earning below 80% may be identified for additional support. Students who do not earn 80% by the end of the year will be advised on the consequences of continuing with grades below 80% and may be provided with advice on other pathways. Retention in the program will be considered on a case-by-case basis.

2. **Honoring Core Values and Program Expectations -** Students who repeatedly violate or disregard Ingenuity's Core Values and Program Expectations may be transitioned to other pathways.

3. **Program Dismissal -** If a student is dismissed from the Ingenuity Project for not meeting academic standards or program expectations, continued enrollment in the student's current Ingenuity school is not guaranteed and is dependent on school administration approval.