

SCHOOL YEAR 2024-25 PLANNING TIMELINE

OCTOBER	DECEMBER - JANUARY	JANUARY
September 30 Enrollment Snapshot The Sept. 30 official enrollment is published, which is the basis for the following school year's Fall K-12 Enrollment Projections.	Enrollment Conversations with Principal Groups Planning staff conversations with Principals regarding upcoming adjustments to enrollment levels.	10-Year Fall Projections Report Published The Fall K-12 Enrollment Projections for the following school year and allocated PreK seats set by the Academics Office is shared online.
FEBRUARY		MARCH
January 31 Enrollment Snapshot The January 31 enrollment is used to prepare the Spring Update to the Enrollment Projections for the following school year.	Enrollment Management Plan Published The plan includes steps APS is taking to manage enrollment for the following school year including transfers offered and placement for specific educational programs.	Spring Update to Projections Published The Fall K-12 Enrollment Projections and PreK allocations are updated with information from the Enrollment Management Plan. The Budget Office sends staffing budget allocation sheets to schools based on the Spring Update to Projections.
APRIL	MAY	JUNE
Program Capacity Report Published The Program Capacity Report includes program capacities at all Elementary and Middle Schools for SY2024-25. This report provides greater insight into space availability and needs at our schools.	Relocatable Study Published The Relocatable Study establishes locational placement for temporary relocatable classrooms at each school in APS based on enrollment, physical constraints and environmental impediments.	Pre-Capital Improvement Plan (Pre-CIP) The Pre-CIP builds from the last CIP and recommends priorities for the School Board to consider in developing the next CIP. This report uses the Program Capacity Report and Enrollment Projections to make recommendations on facility needs and supports the boundary review process.

JUNE - AUGUST

Boundary Review for Elementary and Middle Schools

The Boundary Review process for Elementary and Middle Schools uses the Enrollment Projections, Program Capacity Report, and Boundary Policy and Policy Implementation Procedure (PIP) as guidelines to determine if any boundaries need to be changed based on projected over or under enrollment at schools.