

THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FLORIDA

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TO: Honorable Chair and Members of the School Board
Dr. Donald E. Fennoy, Superintendent
Chair and Members of the Audit Committee

FROM: *RLC*
Lung Chiu, Inspector General

DATE: February 14, 2020

SUBJECT: OIG Final Report of Management Review:
18-789 Audition Process at Alexander W. Dreyfoos School of the Arts and Bak Middle School of the Arts

Attached please find a copy of the Palm Beach County School District Office of Inspector General (OIG) Final Management Report of OIG Case 18-789 related to Dreyfoos School of the Arts and Bak Middle School of the Arts. Due to complaints the OIG has received over the years regarding the audition process at both schools, the OIG determined that a Management Review of the audition process at both schools was the most appropriate course of action.

The OIG's Management Review concluded that:

- While the schools have certain measures in place to address the issue of conflict of interest because an adjudicator has taught the applicant, currently teaches the applicant, or knows the applicant, there is no absolute guarantee that conflicts of interest are not taking place. Additionally, there are no District procedures that require adjudicators to disclose potential or actual conflicts.
- Of the adjudicators that served in the 2019 audition process, over 50% of them were District employees.
- The OIG found no evidence to demonstrate that there were issues related to the transparency of the auditions.
- The Procedures Manual states, the "Principal's 20% List" is allowable and an optional preference where up to 20% of the available seats may be selected by the Principal of each Choice school program prior to the lottery. The Choice and Career Options Department oversees the process.

In accordance with *School Board Policy 1.092 (8)(b)(iv)*, on January 29, 2020, a draft of this management review was provided to Dr. Susan Atherley, Ms. Sally Rozanski, and Dr. Jeraline Johnson for a response. A written response from Dr. Johnson was received by the OIG and included in the final report.

The report is finalized and will be posted on the Inspector General's website; <https://www.palmbeachschools.org/about-us/reports-and-publications/inspector-general-reports>.

SCHOOL DISTRICT OF PALM BEACH COUNTY OFFICE OF INSPECTOR GENERAL

Executive Summary

Audition Process at Alexander W. Dreyfoos School of the Arts and Bak Middle School of the Arts

Since 2012, the Office of Inspector General (OIG) has received seven complaints regarding the audition process at Alexander W. Dreyfoos School of the Arts and Bak Middle School of the Arts. The complaints contained repeated allegations including unfair advantages related to (1) the lottery process, (2) audition requirements, (3) private lessons, and (4) adjudicators. However, these complaints did not provide the OIG with sufficient information to open investigations. Due to the high number of complaints, the OIG determined that a Management Review of the audition process at both schools was the most appropriate course of action.

The Management Review focused on the following major issues:

- Adjudicators that provide private lessons to students auditioning for entry into the school;
- Adjudicators that are also District teachers;
- The transparency and equality of auditions; and
- The lottery procedures, specifically the Principal's 20% List Preference.

The OIG's Management Review produced the following conclusions:

- While the schools have certain measures in place to address the issue of conflict of interest because an adjudicator has taught the applicant, currently teaches the applicant, or knows the applicant, there is no absolute guarantee that conflicts of interest are not taking place. Additionally, there are no District procedures that require adjudicators to disclose potential or actual conflicts.
- Of the adjudicators that served in the 2019 audition process, over 50% of them were District employees.
- The OIG found no evidence to demonstrate that there were issues related to the transparency of the auditions.
- The Procedures Manual states, the "Principal's 20% List" is allowable and an optional preference where up to 20% of the available seats may be selected by the Principal of each Choice school program prior to the lottery. The Choice and Career Options Department oversees the process.

Based on the above conclusions, it is recommended that the Choice and Career Options Department:

- In conjunction with the schools, consider implementing District wide training for adjudicators regarding accommodations, expectations, conflict of interest, and audition scoring.
- In conjunction with the Legal Department and the schools, implement procedures that require adjudicators to disclose conflicts.
- Ensure the Choice Schools and Programs Procedures Manual is clear in stating the fact that applicants selected for the "Principal's 20% List" are not included in the lottery selection. Since the Procedures Manual has the preference listed along with the other preferences, it may be misleading to some that the applicants selected for the "Principal's 20% List" are included in the lottery process.

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INTRODUCTION & SYPNOPSIS

The Palm Beach County School District offers more than 300 Choice and Career programs for Palm Beach County residents in grades K-12. The programs have a special focus, ranging from science and world languages to performing arts and computer programming. Applications to the programs must be submitted by a certain date and selection for placement is made via a lottery process. Some programs and/or schools have eligibility requirements, such as a minimum grade point average (GPA) or a successful audition¹.

Since 2012, the Office of Inspector General (OIG) has received seven complaints regarding the audition process at Alexander W. Dreyfoos School of the Arts and Bak Middle School of the Arts. Based on the complaints received, there were reoccurring allegations regarding unfair advantages related to the lottery process, audition requirements, private lessons and adjudicators.

OIG COMPLAINTS

| Date | School/ Department | Complaint Description |
|-------------|-------------------------------|---|
| 10/24/12 | Bak | Unfair advantage related to confidential information about audition requirements provided by adjudicators who are also teachers |
| 04/17/13 | Bak | Unfair appeals process |
| 06/16/14 | Bak | Lottery procedures not followed |
| 05/08/17 | Dreyfoos | Unfair exit from program |
| 04/06/18 | Choice | Lottery procedures not followed |
| 05/22/18 | Bak | Unfair advantage related to private lessons |
| 08/17/18 | Choice | Lottery procedures not followed |

MANAGEMENT REVIEW

Most of the above complaints were anonymous or did not provide sufficient information in order for the OIG to open an investigation. Since the audition process appears to be the major concern of the complaints, the OIG determined that the best course of action was to conduct a Management Review of the audition process at both schools. The primary objective of the Management Review was to determine how the audition process can provide the greatest compliance, transparency, and effectiveness.

OIG JURISDICTIONAL AUTHORITY

School Board Policy 1.092 provides for the Inspector General to receive and consider complaints, and conduct, supervise, or coordinate such inquiries, investigations, or reviews, as the Inspector General deems appropriate.

¹ Information obtained from the 2019 - 2020 Choice and Career Academy Programs Booklet.

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BACKGROUND

A. SCHOOLS OF THE ARTS

Alexander W. Dreyfoos School of the Arts (Dreyfoos)

Dreyfoos is an all arts A rated public magnet high school with students in grades 9-12. Dr. Susan Atherley is the School Principal. Admission to the school requires a performance audition with a qualifying score, a minimum of a 2.0 GPA, and lottery selection. Art areas offered at **Dreyfoos** include theater, music, dance, visual arts, digital media, and communications.²

Bak Middle School of the Arts (Bak)

Bak is an all arts A rated public magnet middle school with students in grades 6-8. Ms. Sally Rozanski is the School Principal. Admission to the school requires a performance audition with a qualifying score and lottery selection. Art areas offered at **Bak** include theater, music, dance, visual arts, and communications.³

Both schools spend a great deal of time going to county schools to advertise and inform students of the current arts programs at each school and also have open houses at their respective schools. Additionally, in October the District holds a Choice Programs Open house, where both schools attend to inform attendees about the art programs offered at the schools.

B. AUDITION AND LOTTERY PROCESS

School Board Policy 5.016 Choice Schools and Programs states, “The Procedures Manual for Choice Schools and Programs is hereby incorporated by reference as if fully set forth herein.” The Choice Schools and Programs Procedures Manual includes, in part, the following:

- To be considered for the random lottery selection process all students applying to an Arts program or full Choice Arts school where auditions are required, must meet the eligibility criteria set by each school through their individual audition process.
- A student must reside in Palm Beach County prior to completing an application or auditioning for a Choice school or program.
- All students who submit an application by the published deadline dates and meet applicable eligibility criteria will qualify for participation in the initial computerized random selection lottery.

The District currently uses Firefly Digital, Inc. (Smart Choice). The Smart Choice platform provides an online student application and lottery management system.

Qualifying applicants for both **Dreyfoos** and **Bak** schedule an audition during the audition months at the schools. The schools have different processes for scheduling an audition. **Dreyfoos** applicants receive a notification via email with the audition date and time. **Bak** holds a registration

² Information obtained from 2019 – 2020 Dreyfoos Audition Requirements.

³ Information obtained from SY 20 Bak Admission and Audition Guidelines.

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session on a Saturday during January in which applicants receive an audition date and discuss needs/requirements. Both schools commence auditions in mid-January.

Accommodations are provided to applicants with special needs documented on their IEP⁴ or 504,⁵ or applicants who have limited proficiency in the English language. However, it is the parents' responsibility to notify the school of any plans in place.

Information regarding the schools and specific guidelines for each art area are available at each schools' website. The guidelines provide specific audition requirements for each art area. The guidelines are meant to assist each applicant in preparing for their respective audition and provide information on any items (clothing attire, instrument, music, etc.) that are needed during the audition.

Dreyfoos' passing score for auditions varies by grade:

| Grade | Score |
|------------------|----------------|
| 9 th | 4.25 or higher |
| 10 th | 4.50 or higher |
| 11 th | 4.75 or higher |
| 12 th | 4.90 or higher |

Bak's passing score is 70% or higher for incoming 6th graders and 80% or higher for incoming 7th and 8th graders.

Per the Choice Schools and Programs Procedures Manual, the Choice and Career Options Department offers parents/guardians the ability to request an appeal if they believe their child was not provided an equitable opportunity to a Choice program. An application for an appeal must be submitted within five (5) school days of the audition date to the Director of Choice and Career Options.

The number of seats available in each Choice program at each school vary from year to year. The Choice and Career Academy Programs Booklet provides a range of available seats in each Choice program. However, the numbers provided are not guaranteed since the numbers can be impacted by "changing real estate markets, projected enrollment and/or boundary changes."

The lottery selection process for all Choice programs is conducted in March of each year. The Choice and Career Academy Programs Booklet states "Within the lottery selection process, there are preferences to select applicants. These preferences are applied to first choice selections, only. If a program has more applicants than available seats, applicants are assigned through the lottery selection process according to approved preferences in the following order: principal's 20% list, employee, military, priority SAC, sibling and strand." The Choice Schools and Programs

⁴ Individualized Education Plan.

⁵ A plan developed to ensure a child who has a disability identified under the law and is attending an elementary or secondary educational institution receives accommodations that will ensure their academic success and access to the learning environment.

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Procedures Manual defines “Priority SAC” as first choice applicants who belong to a District-approved priority group or population, which includes neighborhood designated SAC areas for six schools and “Strand” as first choice applicants who have participated in and completed a program in the same preparatory theme at the lower grade levels, meaning at least grades 7 and 8 in middle school or at least grades 4 and 5 in elementary school.

2019-2020 ADMISSION RATES

Dreyfoos received approximately 1,100 applications for all areas for School Year 2019-2020. The following table reflects the number of applicants, applicants that successfully passed their audition, and applicants that were selected through the lottery process by art area.

2019- 2020 ADMISSION RATES FOR DREYFOOS

| Art Area | No. of Applicants⁶ | No. of Applicants with a Passing Score | No. of Assigned Applicants⁷ |
|--------------------|--------------------------------------|---|---|
| Communications | 153 | 65 | 60 |
| Dance | 111 | 47 | 46 |
| Band | 107 | 39 | 38 |
| Keyboard/Piano | 44 | 19 | 14 |
| Orchestral Strings | 53 | 27 | 25 |
| Vocal | 128 | 44 | 42 |
| Theatre | 184 | 61 | 58 |
| Visual Arts | 222 | 88 | 79 |
| Digital Media | 116 | 51 | 39 |
| TOTAL | 1,118 | 441 | 401 |

Source: Smart Choice

⁶ Includes applications that may not have met the requirements.

⁷ Does not indicate acceptance from applicant.

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Bak received approximately 2,000 applications for all areas for School Year 2019-2020. The following table reflects the number of applicants, applicants that successfully passed their audition, and assigned applicants by art area.

2019- 2020 ADMISSION RATES FOR BAK

| Art Area | No. of Applicants⁶ | No. of Applicants with a Passing Score | No. of Assigned Applicants⁷ |
|--------------------|--------------------------------------|---|---|
| Communications | 406 | 112 | 80 |
| Dance | 236 | 79 | 71 |
| Band | 121 | 57 | 46 |
| Keyboard/Piano | 86 | 28 | 24 |
| Orchestral Strings | 97 | 48 | 39 |
| Vocal | 273 | 69 | 60 |
| Theatre | 381 | 115 | 93 |
| Visual Arts | 408 | 101 | 88 |
| TOTAL | 2,008 | 609 | 501 |

Source: Smart Choice

MANAGEMENT REVIEW METHODOLOGY

The primary objective of the Management Review was to determine how the audition process can provide the greatest compliance, transparency, and effectiveness.

During the course of the review, the OIG obtained input from the following:

- Director of Choice and Career Options Department
- Choice Programs Manager of Choice and Career Options Department
- Dreyfoos and Bak Principals
- Dreyfoos and Bak Magnet Coordinators

The OIG reviewed documents, including but not limited to, applicable District Policies, art program guidelines, scoring documents, and payroll records.

This review was conducted in compliance with the *Quality Standards for Inspections, Evaluations, and Reviews, Principles and Standards for Offices of Inspector General*, promulgated by the Association of Inspectors General.

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AUDITION PROCESS ISSUES

The OIG reviewed the overall audition process to obtain a better understanding of the procedures in place. As mentioned, some of the complaints the OIG received in the past did not include sufficient information. However, the major issues raised in the complaints are related to the following:

1. Adjudicators that provide private lessons
2. Adjudicators that are district teachers
3. Transparency and equality of auditions
4. Lottery procedures

ISSUES/CONCERNS

ISSUE #1 - ADJUDICATORS THAT PROVIDE PRIVATE LESSONS

Some of the complaints the OIG received were related to the issue of conflict of interest with the adjudicators. Specifically, it was alleged that there may be adjudicators who provide private lessons to students auditioning or that adjudicators work for a company that offers preparatory services for the various arts areas.

School Board Policy 3.02 (5)(d)(iii) Code of Ethics states that tutoring students contrary to any applicable School Board Policy or collective bargaining agreement is considered unethical conduct.

Section L of the Collective Bargaining Agreement between The School Board of Palm Beach County, Florida and The Palm Beach County Classroom Teachers Association (July 1, 2017 – June 30, 2020) states that cases where individual tutoring is recommended and a fee is to be assessed for such services. The agreement provides the following conditions: a) an employee shall not tutor any student enrolled in his/her classes, b) tutoring for which an employee receives a fee shall not be conducted on school facilities or on school time, and c) employees, who accept outside tutoring engagements must make their own arrangements with the parents for the fee to be assessed.

While the Bargaining Agreement precludes employees from tutoring their own students, it does not preclude them from providing private lessons or working with a company that provides preparatory classes.

Additionally, *Opinion CEO 12-23 from The Florida Commission on Ethics* dated December 5, 2012, related to teachers and coaches secondarily employed to tutor/instruct students and offering additional programs to students opined that a prohibited conflict of interest does not exist “provided that none of the students tutored/instructed or offered programs is a student in/on the teacher’s or coach’s class, group instruction, sports tryouts, or sports team, at the time of the tutoring/instruction to offer.”

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Based on the OIG' review, there are measures put in place by both schools to avoid adjudicators from adjudicating applicants they have tutored in some capacity. These measures are:

- **Dreyfoos** currently meets with adjudicators to review the process and has all adjudicators sign the form "Audition Adjudicator Policies & Procedures". The form includes various policies or procedures. Some of the points in the form include language such as "I understand that the Dreyfoos audition process is anonymous and that I may not ask an applicant his/her name or middle school." and "I understand that it is my responsibility to recuse myself from the adjudication process if I privately teach or have any other personal relationship with the applicant that would prohibit my objective evaluation of him/her, and I understand the procedure for recusing myself from the evaluation of an applicant as it has been explained to me."
- **Bak** currently does not have the same form, but adjudicators meet with Department Leaders to discuss expectations, scoring, and recusals prior to auditions. Additionally, the Magnet Coordinator ensures not to place an adjudicator who works at an elementary school with any applicants from that same school.

The OIG searched the Division of Corporations, the State of Florida's official business entity index and commercial activity website (Sunbiz.org), for all the adjudicators who participated in the 2019 auditions at both schools to determine if any record existed of the adjudicator's named as an officer in a business that would be related to any art programs. The search revealed that 5% of the adjudicators have a record on Sunbiz.org; five adjudicator names (three District employees, one Artist in Residence, and two consultants) appeared on businesses related to some form of art area (music, dance, choir, art). It should be noted that during the search, the OIG determined two of the names in question have a family member that also adjudicated.

This analysis would not include adjudicators that offer private lessons and are not incorporated or adjudicators that may work at an establishment that provides preparatory classes.

CONCLUSION - ISSUE #1

While the schools have certain measures in place to avoid a conflict of interest where an adjudicator either has taught the applicant, currently teaches the applicant, or knows the applicant, there is no guarantee that conflicts of interest are not taking place and there is no District procedure that requires adjudicators to disclose such information. Throughout the County, there are various orchestras, choir groups, exhibitions that make up the arts community and it is possible that at some point an adjudicator may have crossed paths with an applicant.

The OIG recommends the Choice and Career Options Department, in conjunction with the Legal Department and the schools, implement procedures that require adjudicators to disclose conflicts; such as if they own a business, work at an establishment or provide private lessons in the arts field. Additionally, along with the disclosure, adjudicators should be held accountable if the information is not disclosed or if they do not recuse themselves when applicable.

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ISSUE #2 - ADJUDICATORS THAT ARE DISTRICT TEACHERS

The second issue raised in the complaints is that District teachers being eligible to adjudicate may cause a conflict of interest.

An adjudicator is a paid District employee who adjudicates the applicants during the audition process at the schools. District payroll records indicate that adjudicators are paid \$25 an hour. The District does not have a job description for adjudicators because the functions and duties are considered temporary. According to the Choice and Career Options Department Director, the qualifications for adjudicators at both schools are as follows:

Dreyfoos: educators with a degree in an arts field and experience in the arts field for which they judge.

Bak: certified teacher, a consultant who is an expert in his/her field, Artist in Residence.

To apply for an adjudicator position, the same application process is used as any other District job. When a current District employee applies for an adjudicator position, the school works with the Human Resources and Payroll Department to assign the adjudicator job to the selected employee. Verification of employee background is completed through the applicant's regular employment and therefore it is not necessary to complete additional verification. Background verifications for Artists in Residence is also completed when they are initially hired; therefore, it is not necessary for the school to do additional verification. External adjudicators must complete a background verification and complete the required consultant forms prior to start dates.

Currently, there are no District procedures or School Board Policies that prohibit a District employee from serving as an adjudicator.

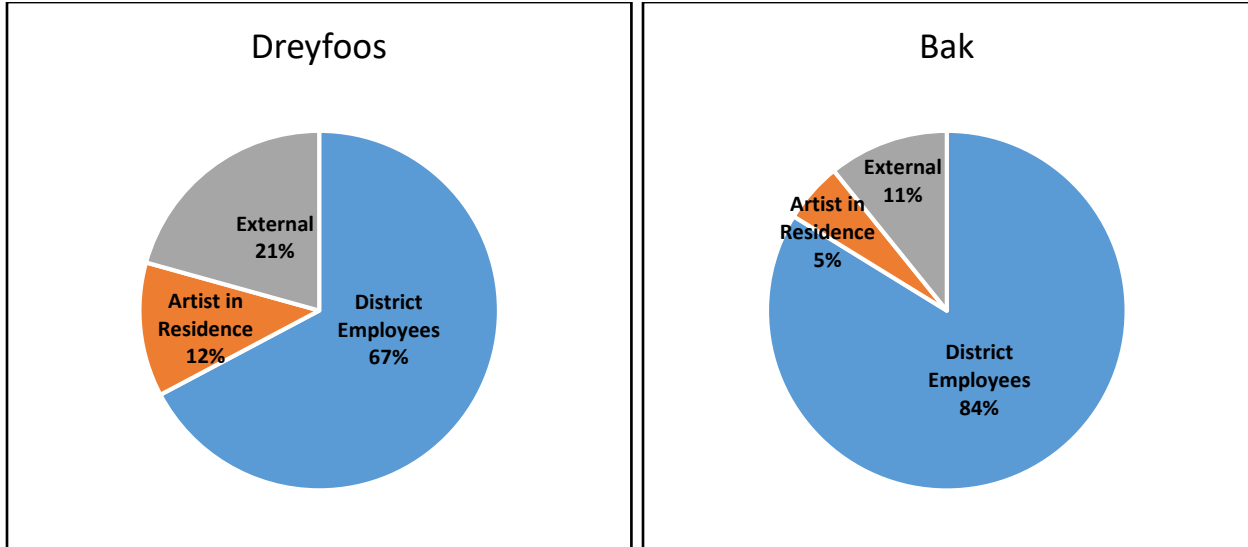
Dreyfoos utilizes three adjudicators and **Bak** utilizes two adjudicators per audition. The schools are required to provide the Choice and Career Options Department with a form reflecting potential adjudicators in each program. During the auditions that took place in January and February 2019, **Dreyfoos** utilized 58 adjudicators and **Bak** utilized 37 adjudicators.

During OIG meetings with staff at both schools, it was expressed by **Dreyfoos** staff that although there are adjudicators that are District employees, there is a good balance of external and internal adjudicators. **Bak's** staff said most of their adjudicators are District employees or Artists in Residence.

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The OIG reviewed the list of adjudicators at both schools to determine the percentage of District employees, Artists in Residence, and external that serve as adjudicators. The review revealed the following:



Source: Peoplesoft and Dreyfoos/Bak records

CONCLUSION - ISSUE #2

The OIG concluded that of the adjudicators that served in the 2019 audition process, over 50% of them are District employees. However, there are no District procedures or School Board Policies that prohibit a District employee from serving as an adjudicator. While there may be a greater chance that adjudicators that are District teachers may know an applicant, there are also measures in place to avoid this (See Issue #1). By implementing the recommendations in Issue #1, procedures and policies will exist that promote accountability and thereby alleviate the concern of District teachers being eligible to adjudicate.

ISSUE #3 – TRANSPERANCY AND EQUALITY OF AUDITIONS

The third issue raised in the complaints is regarding adjudicators providing confidential information about the audition process to applicants, and applicants potentially receiving a greater advantage after receiving private lessons or preparatory classes.

Dreyfoos and **Bak** have procedures in place to ensure transparent and equitable auditions. Some of the procedures in place are: 1) applicants are given a unique identifier instead of using the applicants’ names and 2) audition guidelines and requirements for each art area are issued by each school on each respective school website (**Exhibit 1 and 2**).

Both schools use Microsoft Excel to assign each eligible applicant a unique identifier. The purpose of the identifier is to maintain the applicants’ anonymity, thereby reducing the chances of adjudicators or staff having information ahead of time regarding who is auditioning.

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During the OIG’s meetings with staff at both schools, it was said by staff at both schools that the score sheets used during auditions by the adjudicators, include the same information used on the published guidelines. The OIG reviewed the template score sheets used in 2019 by both schools and determined that the information used to score reflects the same information listed on the guidelines.

Neither schools require private lessons in order to audition or successfully pass an audition. The OIG reviewed guidelines for both schools and did not find any information regarding the requirement of private lessons or preparatory classes. **Bak’s** guidelines state, “There are many people at your child’s current school who can guide and assist them as they prepare for their auditions. Talk to your art and music teachers, your media specialist, your guidance counselor, and your language arts teacher.”

During the OIG’s review of applicant score sheets, it was noted that score sheets for music programs at **Dreyfoos** include a section where the applicant is interviewed and scored based on motivation. Some of the interview questions are related to the applicant’s practice habits, festival participation, lessons, awards, and eagerness to learn and try new concepts. Whether applicants receive private lessons does not affect the score. **Bak’s** score sheets do not indicate an interview process.

CONCLUSION - ISSUE #3

Based on the information the OIG reviewed, it does not appear that an adjudicator would have confidential information to provide an applicant since the guidelines are published by each school for applicants to review and prepare accordingly. As discussed, the score sheets reflected the same information listed on the guidelines.

Taking lessons or seeking assistance in order to prepare for auditions is not prohibited and may be common. However, the schools do not require private lessons in order to audition or successfully pass an audition. The District does not dictate how an applicant prepares for auditions; instead, the guidelines and requirements for each art area are available to all in order to prepare accordingly.

The OIG recommends the Choice and Career Options Department review the **Dreyfoos** score sheets that include interview questions and consider removing questions regarding private lessons as it may be perceived that receiving private lessons may affect an applicant’s score.

ISSUE #4 - LOTTERY PROCEDURES

The fourth issue raised in the complaints is regarding lottery procedures not followed with the “Principal’s 20% list” preference. Specifically, it was alleged Principals selected students of their choice who may not have been qualified.

As discussed in the Choice and Career Academy Programs Booklet and the Choice Schools and Programs Procedures Manual, all students who submit an application by the published deadline dates and meet applicable eligibility criteria will qualify for participation in the computerized lottery. As part of the lottery, applicants are eligible for various preferences.

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One preference is the “Principal’s 20% list”. The Procedures Manual defines this preference as optional where up to 20% of the available seats may be selected by the Principal of each Choice school program prior to the lottery. The Procedures Manual explains that Principals must submit their criteria for selection of the students in the 20% list to the Director of Choice and Career Options prior to the lottery for students that selected that particular program as their first choice. As confirmed by the Director of Choice and Career Options Dr. Jeraline Johnson, the applicants on the Principal’s 20% list are not included in the lottery, thereby receive assignment to the respective school.

During the OIG meetings with staff at both schools, **Dreyfoos** confirmed that the preference is at times utilized for applicants with perfect scores or based on program needs. **Bak** confirmed that the preference is used based on need for certain programs. Some of the examples provided by both schools were based on the needs for specific musical instruments (i.e. tuba, cello). Additionally, the Choice and Career Options Department reviews the criteria to ensure equality.

Records provided by the Choice and Career Options Department and both schools reflect that **Bak** did not select any applicants for the Principal’s 20% list. **Dreyfoos** selected applicants that passed the audition for the Principal’s 20% as follows: thirteen (13) in Visual Arts and nine (9) in Music (piano and vocal). The OIG reviewed the criteria submitted by **Dreyfoos** and determined it was related to top qualifying scores and applicants whose work stood out.

CONCLUSION - ISSUE #4

Per the Procedures Manual, the “Principal’s 20% List” is allowable and an optional preference where up to 20% of the available seats may be selected by the Principal of each Choice school program prior to the lottery. Additionally, the Choice and Career Options Department oversees the process.

The OIG recommends that the Choice and Career Options Department ensure the Choice Schools and Programs Procedures Manual is clear in stating the fact that applicants selected for the “Principal’s 20% List” are not included in the lottery selection. Since the Procedures Manual has the preference listed along with the other preferences, it may be misleading to some that the applicants selected for the “Principal’s 20% List” are included in the lottery process.

RECOMMENDATIONS

The OIG recommends that the Choice and Career Options Department, in conjunction with the schools, consider implementing District wide training for adjudicators regarding accommodations, expectations, conflict of interest, and audition scoring to ensure fair and equitable audition process and implementing District wide applicable forms.

Both schools have adopted various processes and procedures that appear to work well for their schools. While the schools do need some autonomy, the audition process may improve if certain procedures are centralized.

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AFFECTED PARTY NOTICE

In accordance with *School Board Policy 1.092 (8)(b)(iv)*, on January 29, 2020, Dr. Susan Atherley, Ms. Sally Rozanski, and Dr. Jeraline Johnson were provided a draft of the management review and provided with an opportunity to submit a written response. On February 3, 2020, the OIG received a response from Dr. Johnson (**Exhibit 3**). Dr. Johnson's response did not dispute the findings of the management review and provided action items to the OIG's recommendations. Dr. Atherley and Ms. Rozanski did not provide responses.

DISTRIBUTION

Palm Beach County School Board Members
Donald E. Fennoy II, Superintendent
Audit Committee Members
OIG File

SCHOOL DISTRICT OF PALM BEACH COUNTY OFFICE OF INSPECTOR GENERAL
MANAGEMENT REVIEW FINAL REPORT

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Investigation Conducted by:

Veronica Vallecillo, CIGI, Senior Investigator



2.14.20
Date

Investigation Supervised by:

Oscar Restrepo, CIG, CIGI, Director of Investigations



2.14.20
Date

Investigation Approved by:

K. Lung Chiu, CIG, Inspector General



2.14.20
Date

ALEXANDER W. DREYFOOS SCHOOL OF THEARTS

2019-2020 AUDITION REQUIREMENTS

A.W. DREYFOOS
SCHOOL OF
THE ARTS,
501 SOUTH
SAPODILLA
AVENUE,
WEST PALM
BEACH,
FL 33401

THEATRE
DANCE
VISUAL
DIGITAL MEDIA
COMMUNICATIONS

MUSIC:
- BAND
- PIANO
- STRINGS
- VOCAL

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ALEXANDER W. DREYFOOS

School of the Arts

501 South Sapodilla Avenue
West Palm Beach, Florida 33401
Tel. 802.6000
www.awdsoa.org

Dr. Susan Atherley, Principal
Leo Barrett, Assistant Principal
Corey Ferrera, Assistant Principal
Teneisa Finney, Assistant Principal
George Miller, Assistant Principal
Ron Lewis, Dean of Student Services
Patrick Marshall, Magnet Coordinator



From the Principal's Desk

Dear Prospective Students, Parents and Community Members,

Welcome to the Alexander W. Dreyfoos School of the Arts! As the principal of this unique high school, I want you to know what an honor and a delight it is to work with such exceptional students. The School of the Arts has an extraordinary reputation, with a campus atmosphere of community and joy.

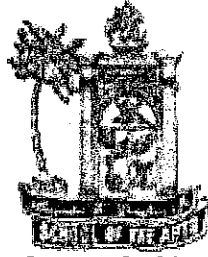
It is clear that Dreyfoos is a school for Palm Beach County's most talented and disciplined students. Students are engaged not only in their nationally ranked arts classes but also in an academic course of study matched by few public schools. (Dreyfoos was ranked #80 nationally and #11 in the state of Florida by the US News & World Report magazine academically.) Dreyfoos class of 2018 seniors accrued over millions in scholarships. These honors immediately speak to the Alexander W. Dreyfoos School of the Arts' mission in our district -- to offer both an outstanding artistic and academic education to Palm Beach County's artistically gifted and brightest students!

I encourage you to find out more about our school-- visit our website at www.awdsoa.org. Attend our Prospective Student Open House and enjoy one of our many school exhibitions or performances listed in this brochure. In addition, I recommend you read through this brochure carefully for details about the school and the audition process.

Whether you are a prospective student or a parent looking to make an informed decision about your child's educational future, or a community member interested in how Dreyfoos fills an important function in the cultural landscape of Palm Beach County, I welcome you to experience the magic that makes the Alexander W. Dreyfoos School of the Arts one of the nation's best high schools!

With Warm Regards,

Dr. Susan Atherley
Principal



*Alexander W. Dreyfoos
School of the Arts*

ADMISSIONS
INFORMATION

SCHOOL YEAR 2019-2020

PROGRAM OVERVIEW

ADMISSION REQUIREMENTS

AUDITION GUIDELINES

Dr. Susan Atherley, Principal

501 South Sapodilla Avenue
West Palm Beach, Florida 33401

Magnet Office

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 Keith Oswald, Chief of Schools
 Dr. Jeraline Johnson, Director of Choice Programs
 Dr. Camille Coleman, North Regional Superintendent
 Dr. Joseph Lee, Instructional Superintendent

The School District of Palm Beach County
 3300 Forest Hill Boulevard
 West Palm Beach, Florida 33406
 560.434.8000
www.palmbeachschools.org
www.palmbeachschools.org/choiceprograms



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Mission Statement

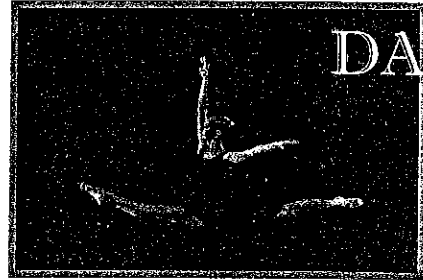
The Alexander W. Dreyfoos School of the Arts is committed to providing a world-class arts and academic education with excellence and equity to empower each student to reach their highest potential. We are committed to allow our students to find their own identity, while remaining part of a diverse community. We are also committed to attracting and retaining a highly qualified and professional staff who work each day to foster the knowledge, innovation, creativity, and ethical behavior within our students that will be required for responsible citizenship and a productive career.

The School Year

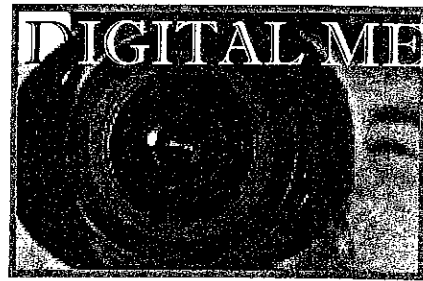
Seven classes are offered on a modified block schedule with three classes meeting every other day for 100 minutes, and one class meeting every day for 50 minutes. All underclass students are required to take seven classes or the equivalent. It is mandatory that seniors take a minimum of six classes or the equivalent. All students are required to take at least two year-long courses in their art area every year.

The school operates 36 weeks per year and is divided into four nine-week quarters. Semester grades, given twice a year, earn one half credit for every course passed with a "D" or above.

The semester grade is determined by averaging the two nine week grades (80%) and the semester exam (20%).



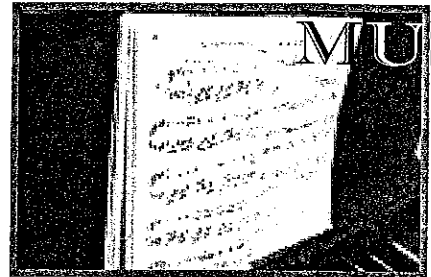
DANCE



DIGITAL MEDIA



COMMUNICATIONS



MUSIC



THEATRE



VISUAL ARTS

CLUBS & SOCIETIES

A wide variety of clubs and societies offers many opportunities for student involvement.

| | | |
|--|--|--|
| <ul style="list-style-type: none"> *All Things Considered Alliance *ALS Awareness *American Foundation for Suicide Prevention *Amnesty International *Animation Club *Artists for a Cause *ARTS *ASL *Band of the Week *Baroque *Best Buddies *Communiten2 *Coupon Club *Dreyfoos Figure Drawing *Dreyfoos for Wounded Warriors *Dreyfoos Humane Society *Dreyfoos Political Society *Environmental Society *Fashion Club *FIDM Fashion Club *Pierce and Beautiful (F.A.B.) | <ul style="list-style-type: none"> *First Priority *French National Honor Society *Guatemala Connee *Girls Learn International *Habitat for Humanity *Hairy Details Improv Troupe *Have a Heart *HOSA *Jewish Student Union *Key Club *Latin-Hispanic Heritage Club *Lights for Youth *Lupus Awareness Club *Make A Wish *Marine Conservation Club *Math Honor Society *Multicultural Club *Music HS *National English Honor Society *National History Honor Society | <ul style="list-style-type: none"> *National Honor Society *Operation Smile *Panda Club *Photography Club *Playwriting Club *Power Nap Club *Prom to Remember *Sailing Club *Science Honor Society *SECME *Speech and Debate *Spoones *St. Baldrick Foundation *Students Against Melanoma *Students for Education Equality *SWAT *The Art Guild *The Staff Dreyfoos Acapella *Think Pink *UNICEF *Visual and Digital Services Guild *Womens Empowerment *Yoga Club |
|--|--|--|

Student Life



Advanced Placement Tests

Dreyfoos offers the following Advanced Placement Courses:

| | |
|----------------------|---------------------|
| English: Language | English: Literature |
| 2-D Design | Drawing |
| Calculus | Art History |
| Statistics | Music Theory |
| Biology | Chemistry |
| Physics | Psychology |
| Human Geography | Microeconomics |
| American History | European History |
| 3-D Design Portfolio | World History |
| | American Government |



Athletics

The DREYFOOS JAGUARS

compete in the following interscholastic sports:

CROSS-COUNTRY
 SWIMMING
 TENNIS
 BASKETBALL
 BOWLING
 GOLF
 SOCCER
 TRACK & FIELD
 VOLLEYBALL

Admission Requirements For School Year 2019-2020

You must be a resident of Palm Beach County at the time of application and be entering 9th or 10th grade. We accept students entering 11th and 12th grades; however, eligibility requirements are more competitive.

(You must participate in an audition process and earn a qualifying score. This process varies from program to program.) The section entitled "Audition Guidelines" describes in detail what you must prepare in advance of your audition and what you will do during the audition.

| Qualifying Scores | |
|---|----------------|
| Scores are averaged from three adjudicators and range from 1 to 5 | |
| 9 th Grade | 4.25 or higher |
| 10 th Grade | 4.50 or higher |
| 11 th Grade | 4.75 or higher |
| 12 th Grade | 4.90 or higher |

Occasionally these scores may need to be adjusted by art area depending on the number of available seats and score distribution of art area applicants. If such an adjustment occurs, qualifying scores will not increase.

Accommodations to the audition process are permissible for students with special needs documented in an active IEP or 504 plan.

Students who have limited proficiency in the English language are encouraged to audition in their native language. Students identified as LY will be provided language facilitators for their auditions.

A parent/guardian must notify the Dreyfoos School of the Arts Magnet Office immediately following the submission of the application if the child has a special need that requires accommodations for their audition. A copy of the child's current IEP or 504 Plan (public school students) or medical evaluation (private school students) must be provided to the school immediately following submission of the application in order to ensure audition accommodations.

Applicants who qualify in the audition process must also have a 2.0 grade point average at the time of assignment. Students who do not meet the above grade point criteria will not be accepted to the Alexander W. Dreyfoos School of the Arts regardless of a qualifying audition score. Private School Students will require to submit an updated transcript at the time of Audition.

The names of all qualifying students will be submitted to the Department of Choice and Career Options for a random lottery selection process. You are urged to become familiar with the Choice Department Procedural Manual which can be accessed online at www.palmbeachschools.org/ChoicePrograms.

If there are more qualified students than available spaces in a program, the School District of Palm Beach County will make the final selection through a random computer lottery system. Students not initially selected will be placed in a wait pool for all choice programs where they were deemed eligible.

Admissions Process

Attend the Prospective Student Open House

November 7, 2018 5:30-7:30 pm

~Communications~Digital Media~Visual Arts~

November 14, 2018 5:30-7:30 pm

~Dance~Music~Theatre~

Attendance is recommended, but optional

Step One.
Apply.

File a Magnet Choice Application with the Palm Beach County School District Department of Choice and Career Options by the District deadline:

DECEMBER 7, 2018

Applications are available online at www.palmbeachschools.org/choiceprograms and www.mypbchoiceapp.com. Online application submission sends an immediate confirmation of receipt by email. Please retain all login information for future use in the Application Management system. If a computer is unavailable at home, please visit the local library or the child's school. Refer to the Choice Programs Booklet for further details.

If the student has an IEP or a 504 Plan, please mail or email it to the Dreyfoos Magnet Office immediately following submission of the application, and no later than January 11, 2019.

Step Two.
Audition.

Approved applicants will be notified via e-mail of the audition procedures and/or time/date of student audition. Only students who have a verified application on file with the Department of Choice and Career Options will be assigned an audition. If audition notification is not received by January 11, 2019, please contact the Dreyfoos Magnet Office.

Auditions will begin the week of January 14, 2019 and will continue through mid-February, 2019. Applicants must audition on the date they are assigned. Student's audition dates can only be re-scheduled in the case of a documented family emergency or if the assigned date conflicts with a day of religious observance. Dreyfoos defines family emergency as the death of an immediate family member of the student.

If a student becomes ill on the date of their scheduled audition, he/she must provide the school proof of illness from that date from a doctor within (before or after) three (3) business days of the date of the student's scheduled audition. Once Dreyfoos has verified the proof of illness, the student will be re-scheduled only if there are more audition dates available. Students who have not auditioned before the scheduled lottery will not be eligible for the initial lottery selection process. If a student auditions and qualifies after the initial lottery process, acceptance will be based on space availability. If no spaces are available, the student will be placed in a wait pool.

Step Three.
Prepare.

Review the audition guidelines in this brochure and prepare accordingly for the audition. Guidelines are included in this brochure.

Guidelines are also available from the Dreyfoos Magnet Office in Spanish and Haitian-Creole. Each applicant is invited and encouraged to audition in his/her native language. Notify the Dreyfoos Magnet Office by January 11, 2019 should an applicant choose to take advantage of this opportunity.

Step Four.
Attend.

Plan to arrive 30 minutes early to accommodate the check-in process. Please do not arrive before 4:00 pm. The audition process will require that applicants be present and ready to perform at any point during the four hour audition time block. Remember to bring anything needed for the audition, (note cards, instrument, music, etc.)

Step Five.
Wait.

The Palm Beach County School District Department of Choice and Career Options establishes a date of notification for the release of placement results for all of the Magnet and Choice Programs. Expect to receive the lottery results on March 29, 2019. There will be no exceptions to the date of notification established by the School District. Dreyfoos School of the Arts will provide audition results after a written request has been filed with the Magnet Office.



A Note Regarding Appeals

Dreyfoos School of the Arts does not grant appeals. Appeals may be requested through the Director of Choice and Career Options by filing a Request for Appeal (Form 2418).

Frequently Asked Questions



Do you offer tours of the campus for prospective students and their families?

Dreyfoos does not offer tours of the school. We do encourage you to visit one of our Prospective Student Open Houses. Interested parents and students will have an opportunity to visit the entire campus and meet with art area instructors and some academic instructors.

Who can apply?

Students may apply to the Alexander W. Dreyfoos School of the Arts from the 8th grade through the 11th grade for admission the following year. Applicants must be legal full-time residents of Palm Beach County at the time of application. Applicants must have a minimum 2.0 unweighted grade point average.

What if my family moves to Palm Beach County after the application deadline in December?

Families/students who move to Palm Beach County after the application deadline should contact the Department of Choice and Career Options at the Palm Beach County School District about the late application process and the possibility of alternate audition opportunities. Only students who apply with on-time applications will be auditioned during the January-February audition times.

The district application asks me to rank my selection of magnet and/or choice programs. Will this affect my chances of qualifying for Dreyfoos?

No, the information you provide on your application is not provided to Dreyfoos adjudicators. If you should qualify for Dreyfoos and another magnet or choice program, you will be considered for both programs. However, students are obligated to accept their first choice program, if selected, or they must return to their home school. Read the Choice Program Application carefully for complete information.

Can I audition for more than one art area?

You are permitted to audition in up to two programs; however, it is not necessary. We encourage you to audition only for programs in which you have a strong interest.

What if I get sick on my audition date?

If a student becomes ill and is unable to audition on the scheduled date, the school must be notified with written proof of illness from a doctor within three (3) school days of the date of the student's audition. The audition will then be rescheduled by the school if there are more audition dates available.

Is transportation provided for students who attend Dreyfoos?

The School District provides transportation to our students via school bus, Palm Tran, and/or Tri-Rail.

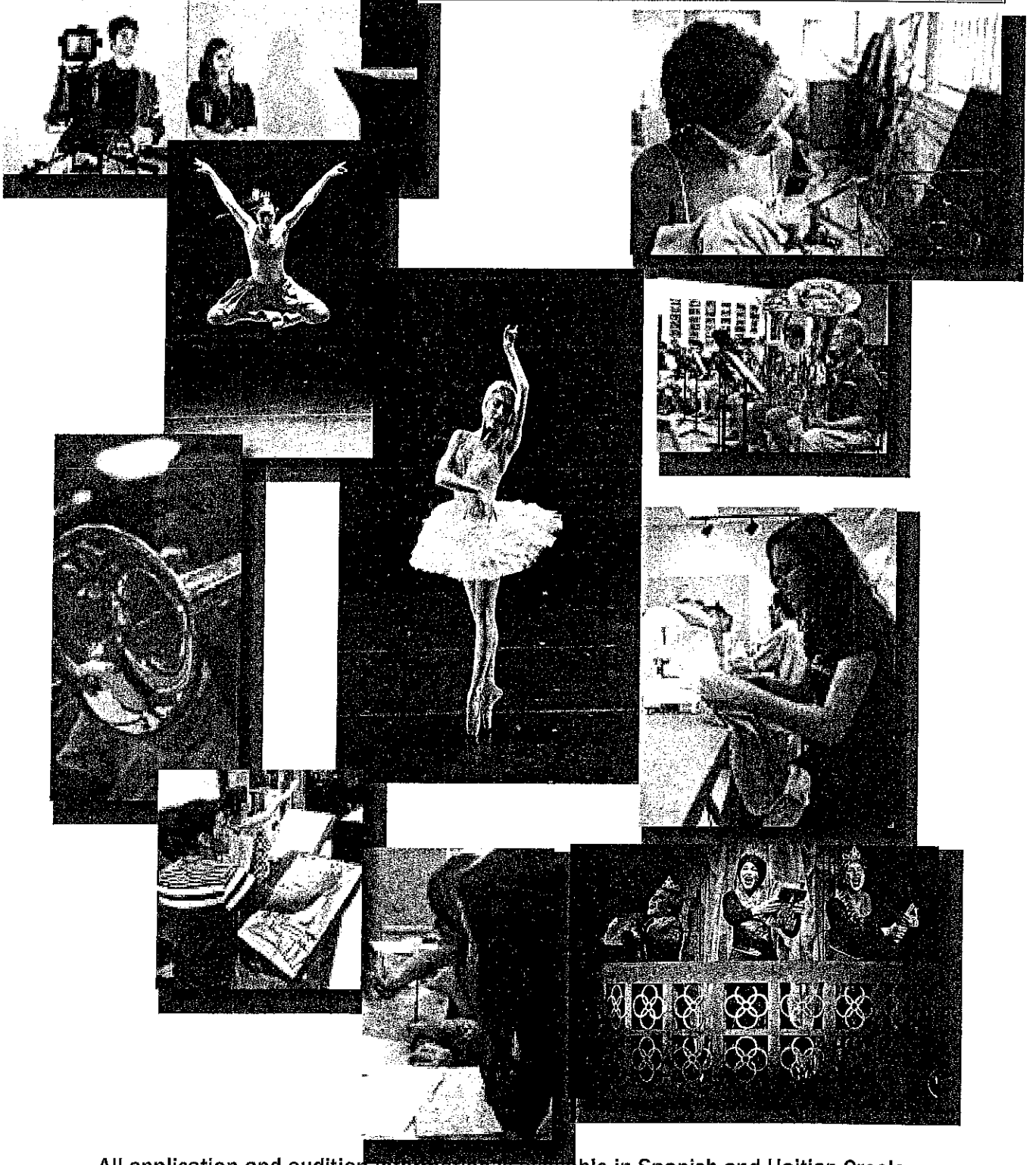
How much time do I spend in my art area? Can I maintain a full academic schedule?

Students are registered in seven courses, at least two of which are required art area courses. Students in the 11th and 12th grades often take more than two art area courses. As a fully-accredited public high school, we offer a college preparatory program, including Honors, Advanced Placement, FLVS (Florida Virtual School) and Dual Enrollment courses. We also offer support services for special needs students and students who are non-native English speakers.

Can I participate in extra-curricular activities at Dreyfoos?

We offer many opportunities for students to pursue outside interests. Our interscholastic sports program includes many sports. We have a wide variety of service clubs, and many interest clubs as well.

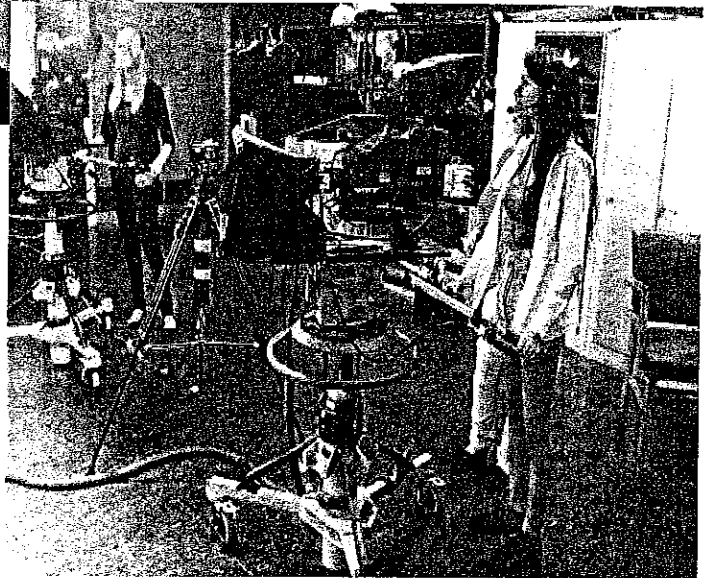
AUDITION GUIDELINES 2019-2020



All application and audition information is available in Spanish and Haitian-Creole. ESE applicants should mail or email a copy of their IEP or 504 Plan to the Dreyfoos Magnet Office.

COMMUNICATION ARTS

The Communication Arts Program is the first of its kind to exist anywhere in the United States. It offers a multi-strand curriculum that promotes proficiency in speech and debate, print and broadcast journalism, yearbook, creative writing, graphic design, digital video/film production. The program prepares students to be leaders in the various fields of Communications through participation in performances, publications and productions. The most important lesson you believe you can learn as a Communication Arts student that will benefit you, not only in school, but also in other areas of your life.



AUDITION GUIDELINES:

1. **Prepared Speech:** Applicant will verbally present a one (1) minute original speech that should be prepared prior to the audition. The required topic for this speech is "How do Communications artists use storytelling to convey an idea?" The applicant should bring a handwritten or typed copy of the speech to the audition, which will be submitted to the adjudicators. The speech does not have to be memorized; the applicant may use the copy of the speech they bring to the audition or note cards when presenting.

Evaluation will be based on:

- originality and creativity
- focus, content development and organization of ideas
- vocal delivery/expression
- preparation of speaker

2. **Interview:** Applicant will meet with a panel of three adjudicators. Interview items may include questions related to the prepared speech (see above.)

Evaluation will be based on:

- ability to communicate ideas and goals clearly
- conviction and confidence
- experience in, and knowledge of, communication arts

3. **On-Site Creative Writing:** Applicant will be given a prompt (a topic, phrase, quote or image) and asked to write a creative and complete story, which may be fiction or nonfiction, based upon the prompt. The applicant will be limited to twenty (20) minutes for this portion of the audition. Poetry is **NOT** permitted for the creative writing portion of the audition.

Evaluation will be based on:

- originality and creativity
- development of content and story
- organization of ideas
- grammar, mechanics, word choice and usage

4. **On Site Creation of Storyboard with Synopsis:** Applicant will develop a storyboard with a synopsis for an original short film. In order to create the storyboard, the applicant will be given a blank storyboard template with the last image of the storyboard provided. Applicant must then develop the rest of the storyboard frames with images that show and text that explains what occurs in the significant scenes of the film; the storyboard will end with the image provided, which the applicant must also explain as it relates to and completes the story.

Applicant should be sure to include images that represent the most significant scenes and text that explain each frame of the storyboard to tell a story – beginning, middle and end (the end represented by the image provided). Applicant must also write a synopsis of the film's storyline, which should be done in 3-4 sentences that summarize the story's beginning, middle and ending as well.

The applicant will be limited to forty (40) minutes for this portion of the audition.

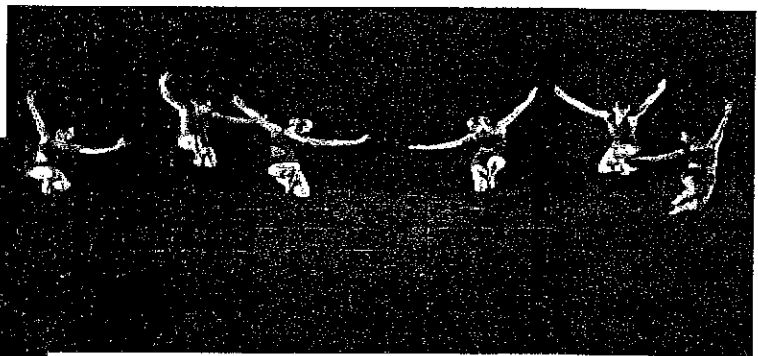
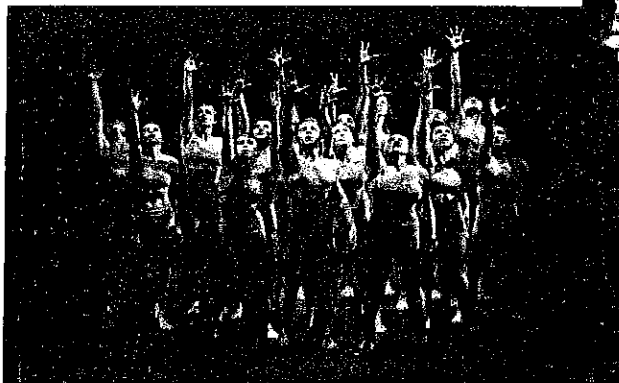
Evaluation will be based on:

- originality and creativity
- clarity of concept
- effective use of images and written text to convey concept
- composition and craftsmanship

DANCE

The Dreyfoos Dance Department offers intensive training for serious dance students who intend on pursuing a career and/or collegiate education in dance. Dancers participate in technique classes such as ballet, modern, contemporary and jazz on a daily basis. Additionally, students are offered the opportunity to take part in a career preparation course their senior year, as well as, an opportunity for sophomores, juniors and seniors to be a part of our invitation-based repertory ensemble. Our program also offers supplemental dance instruction in musical theater, tap, contemporary ballet and athletic conditioning training. In addition to classes with our esteemed faculty, our dancers' education is also enriched by the opportunity to work with master teachers and international renowned choreographers.

Our mission is to prepare students for their continued success whether in a university, conservatory or professional dance program by developing strong and diverse performing artists. Recent graduates are currently attending prestigious programs such as Ailey Fordham, the Juilliard School, Marymount Manhattan College, Miami City Ballet, University of Arizona, Nashville Ballet, Butler University, PACE University, Pennsylvania Ballet, Point Park University, USC Gloria Kaufman School of Dance and University of the Arts. Prospectively, our dancers are also studying at University of Florida, Florida State University and University of South Florida.



AUDITION GUIDELINES:

Attire:

Female Applicants: Black leotard, pink convertible tights, pink ballet shoes with their hair neatly secured in a bun.

Male Applicants: Black Convertible tights, Solid white form fitting shirt, white socks and white ballet shoes.

1. Applicant will participate in a dance class that will consist of ballet and modern

Evaluation will be based on:

- Technical Execution: Body alignment, Clarity of Movement, Strength, Stamina, Endurance and Flexibility
 - Coordination / Movement: Moving two or more body parts simultaneously in a cohesive manner
 - Artistic Ability: Performance quality, facial expression, dynamics, effective movement quality and projection
 - Retention Skills: Ability to learn combinations quickly and execute them accurately
2. Applicant will need to perform a prepared ballet, modern, contemporary or jazz solo no longer than one (1) minute in length. Female ballet solos may be on pointe but it is not required. Applicant will bring his/her music on a compact disc or media player (iPod) cued to the beginning of the selection. If applicant chooses to use an iPod/iPhone, please place the device on 'Do Not Disturb' and disable auto-lock. No costumes, accessories or props are permitted.

Evaluation will be based on:

- Overall technique: Use of dance vocabulary, clarity of movement, proficient technical execution and musicality
 - Overall artistic ability: Performance quality, dynamics and projection
3. Applicant will be interviewed by the dance department faculty prior to their solo. Interview questions will be limited to 1 - 3 questions per dancer.

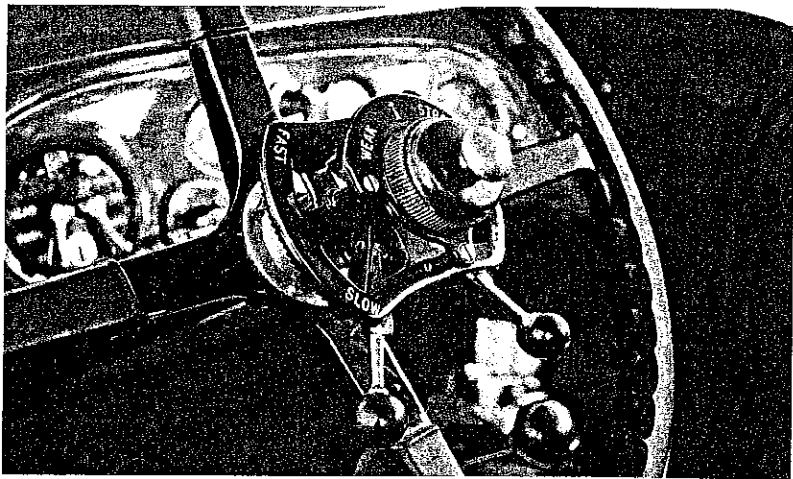
Evaluation will be based on:

- current involvement in dance
- ability to communicate ideas and goals
- potential for professional success

DIGITAL MEDIA



The Digital Media Program is a blending of two dynamic programs: Communication Arts and Visual Arts. Students are offered classes in photography (both traditional and digital), graphic design, animation, video, and motion graphics. Students in this program work with both still and moving images, along with traditional and digital media in order to create a diverse portfolio with a strong personal voice.



AUDITION GUIDELINES:

1. **Digital Photography:** Applicant will have the opportunity to take photographs on campus for 20 minutes using a digital camera provided by the school and will be instructed to record 30 or more images using the list of elements and principles of design as a point of focus. The applicants will be asked to choose no more than two (2) of the elements and/or principles of design as their focus. Applicants will edit the images down to their ten (10) strongest and burn them to a provided CD. Their CD will include their applicant number and the elements and/or principles they focused on. The applicant will have 20 minutes to edit and 5 minutes to burn the CD for a total of 60 minutes, including transition time. The school will provide the digital camera, SD memory card, and CD. No outside materials, equipment, or resources will be allowed.

Evaluation will be based on:

- Organization of time and materials
- Demonstrates ability to follow instructions
- Demonstrates strong composition: (Image orientation, focal point, and spatial relationships)
- Demonstrates strong technique: (exposure, contrast, saturation and local color/black and white/sepia)
- Integrity of the photographs: (ability to relate the images to the chosen theme)

2. **Visual Narrative Composition:** Applicant will create a visual design based on a narrative. The prompt will be one of the following five fables or legends listed below:

- Little Red Riding Hood
- Hansel and Gretel
- Jack and the Beanstalk
- Pinocchio
- Aladdin and the Wonderful Lamp

Applicants will not know which of the five fables/legends will be their prompt until the time of their audition. Therefore, applicants should familiarize themselves with the above list of potential prompts before their audition date. Applicants will be provided with an 8.5 x 11-inch sheet of cardstock (which will serve as the base for their design), a variety of colored construction paper, glue sticks, and scissors to create their composition. This design should be a creative visual representation that is inspired, in some way, by the assigned fable/legend. The applicant will have 40 minutes to complete their Visual Narrative Composition. The school will provide all materials. No outside materials, equipment, or resources (including cell phones) will be allowed.

Evaluation will be based on:

- Organization of time and materials
- Ability to follow instructions
- Demonstrates ability to choose and arrange provided materials to convey a graphically compelling visual narrative inspired by the provided prompt
- Demonstrates the effective use of elements and principles of design
- Ambition, imagination, complexity and/or creativity with design

3. **Visual Narrative Composition- Written Reflection:** Applicant will have 15 minutes to explain the rationale behind their design choices.

Evaluation will be based on:

- Ability to communicate how the final product reflects the provided prompt (fable/legend)
- Ability to communicate which elements and/or principles of design were used to create the composition

JUNIOR & SENIOR YEAR APPLICANTS ONLY—Applicants who will be entering their junior or senior year are required to participate in an interview and portfolio review. Junior and senior applicants will need to bring a physical portfolio that contains at least ten (10) pieces of their own artistic work, which can include: Photography, film (treatments, scripts, storyboards, DVDs of product), graphic design and/or animation.

Portfolio evaluation will be based on:

- breadth of work (sketchbook or journal, variety of techniques and/or materials used)
- focus (reflection of, exploration or curiosity about an idea)
- quality (striving for excellence in craft, concept and technique)
- organization (neatness, presentation of work)

Interview evaluation will be based on:

- Motivation (desire to attend, eagerness, enthusiasm for curriculum, exhibitions, competitions)
- Ability to communicate (explanation of work in regards to concept and techniques)

Music

Internationally recognized, the music program offers extensive study in four different areas of concentration: band, piano, strings and vocal. Courses encompass three levels of music theory, including Advanced Placement Music Theory and Music Composition. More than twenty different student ensembles, ranging from classical to jazz, rehearse and perform throughout the year.



MUSIC-Band



AUDITION GUIDELINES:

1. Applicant will perform a prepared solo chosen from the state music list of standard music literature. Go to www.flmusicced.org/fba/dnn/Music-List/Solo-Ensemble for a listing. The chosen solo piece should showcase the student's technical ability at the highest level with which the applicant is comfortable. We recommend a level four solo or higher.

Evaluation will be based on:

- pitch accuracy (discrimination and partials)
- rhythmic accuracy (timing, tempos, actual written rhythm)
- tone quality (characteristic for instrument)
- technique (breath control, fluenc , fingering, entrances, releases, empos, articulation)
- expressiveness (dynamics, phrasing, tempo, shaping)
- musical effect (artistry, stage presence, appearance, emotion)

2. Applicant will prepare six (6) major scales in the keys of: F, B^b, E^b, G, D and A. The judges will ask the student to perform 3 of the 6, selected at random. **PLEASE NOTE: TRANSPOSITION IS NOT NECESSARY!**

Evaluation will be based on:

- accurate performance of each scale asked to perform

3. Applicant will sight-read several measures after 30 seconds of visual study.

Evaluation will be based on:

- accurate performance of each measure

4. Applicant will sing a familiar song (e.g. "Happy Birthday.")

Evaluation will be based on:

- accuracy (pitch, rhythm and timing)

5. Applicant will sing a series of notes played on the piano in real time.

Evaluation will be based on:

- aural memory and intonation

6. Applicant will participate in an interview.

Evaluation will be based on:

- demonstrated motivation through description of practice habits, lessons, festival participation, awards, eagerness to learn and try new concepts

NOTE: Dreyfoos does **NOT** offer a guitar program nor do we offer a drum set program. However, students who play legitimate percussion are encouraged to apply. Percussionists are expected to perform and sight-read on **SNARE DRUM** and **MALLET**. No timpani is required.

After fulfilling the requirements for the Percussion audition, students may elect to demonstrate Drum Set skills

Drum Set:

Prepare the following styles in 32 bar form

- * *Straight Ahead Swing at quarter note = 100-160 bpm*
- * *Latin Style (samba, bossa, etc.) at quarter note = 100-140 bpm*
- * *Funk/Rock at quarter note = 100 bpm*

Drum Set will be provided

Bring your own Sticks

MUSIC -Piano

AUDITION GUIDELINES:

1. Applicant will perform a prepared solo chosen from standard music literature. Students should be able to play at the ability level of, at least, but not limited to, two-part *Inventions* by J.S. Bach or like-level pieces. Care should be given in choosing repertoire that successfully demonstrates the student's technical and musical stage of development. Selection must be played from memory. The student must bring one copy of the music to be performed.

Evaluation will be based on:

- required level of selection
- technique (mechanics: hand position, wrist position, posture, fluenc , fingering, use of pedal)
- memorization
- pitch accuracy; rhythmic accuracy
- expressiveness (dynamics, phrasing, tempo, articulation, interpretation, style)
- tone quality
- musical effect (choice of music, artistry, stage presence, appearance)

2. Applicant will perform one scale (applicant's choice) at least 2 octaves/HT (hands together) in 16th notes at a minimum of quarter note=100.

Evaluation will be based on:

- technique (mechanics: hand position, wrist position, posture, fluenc , fingering); one quality; tempo

3. Applicant will sight-read several measures after 30-60 seconds of visual study.

Evaluation will be based on:

- accurate performance of pitches and rhythm in each measure

4. Applicant will sing a familiar song (e.g. "Happy Birthday.")

Evaluation will be based on:

- rhythm and intonation

5. Applicant will sing a series of notes played on the piano, inclusive of harmonic pitch discrimination in real time. (Tone matching)

Evaluation will be based on:

- aural memory and intonation

6. Applicant will participate in an interview.

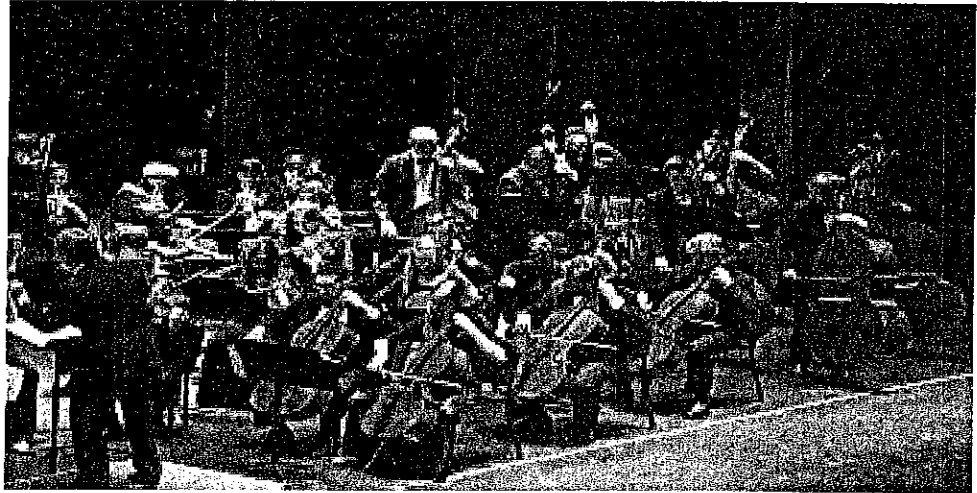
Evaluation will be based on:

- ability to dialogue and convey ideas and demonstrated motivation through description of practice habits and music-related activities



MUSIC - Strings

AUDITION GUIDELINES:



1. Applicant will perform a prepared solo chosen from standard music literature. The solo repertoire should showcase the student's technical ability at the highest level with which the applicant is comfortable. It is recommended that the student be able to play music of, at least, the technical level of *Suzuki Book VI*.

Evaluation will be based on:

- | | |
|--|--|
| <input type="checkbox"/> pitch accuracy and general intonation | <input type="checkbox"/> bow technique (set-up, mastery of strokes, fluency, legato) |
| <input type="checkbox"/> tone quality | <input type="checkbox"/> expressiveness (dynamics, phrasing, tempo) |
| <input type="checkbox"/> left hand technique (position, shifting, vibrato) | <input type="checkbox"/> musical effect (musicality, presence, appearance) |
| <input type="checkbox"/> appropriate technical level | <input type="checkbox"/> technical ability, overall |

2. Applicant will play three octave scales and arpeggios.

Evaluation will be based on:

- | | |
|--|--|
| <input type="checkbox"/> pitch accuracy and general intonation | <input type="checkbox"/> bow technique (set-up, mastery of strokes, fluency, legato) |
| <input type="checkbox"/> tone quality | <input type="checkbox"/> expressiveness (dynamics, phrasing, tempo) |
| <input type="checkbox"/> left hand technique (position, shifting, vibrato) | <input type="checkbox"/> musical effect (musicality, presence, appearance) |

3. Applicant will sight-read an eight measure phrase after 30-60 seconds of visual study.

Evaluation will be based on:

- accurate performance of each measure

4. Applicant will sing a familiar song (e.g. "Happy Birthday.")

Evaluation will be based on:

- rhythm and intonation

5. Applicant will sing a series of notes played on the piano in real time. (Tone matching)

Evaluation will be based on:

- aural memory and intonation

6. Applicant will identify the root, 3rd and 5th of triads.

Evaluation will be based on:

- pitch discrimination and intonation

7. Applicant will participate in an interview.

Evaluation will be based on:

- demonstrated motivation through description of practice habits, lessons, festival and recital participation, attendance at both student and professional concerts

MUSIC HARP

Applicant will be asked to perform a solo with repertoire equivalent to:
Salzedo "Method for the Harp"
Grandjany Petite Suite Classique
McDonald/Wood Harp solos, Volumes 2, 3 or 4

Evaluation will be based on:

- Tone quality, left and right hand position, expressiveness, musical effect, overall technical ability.

Additionally, applicant will be asked to play:

Rolled and blocked chords using all 8 fingers in root position and inversions.

4 octave arpeggios using all 8 fingers, ascending and descending, in I, IV, V, I progression.

Demonstrate pedaling in a C, F, G7, C progression.

Play a 2 octave scale

Evaluation will be based on:

- Accurate pedaling, left and right hand accuracy and glissando technique.

****Please refer to Audition Guidelines 3-7 for further Evaluations****

MUSIC-Vocal

AUDITION GUIDELINES:

1. Applicant will perform a prepared solo* chosen from standard music literature available through any middle or high school music department. The solo repertoire should showcase the student's technical ability and well-produced tone at the high-est level with which the applicant is comfortable. Selection must be memorized. A pre-recorded accompaniment CD is expected; no live accompaniment will be allowed.

Evaluation will be based on:

- tone quality
- technique (posture, breath management, legato style)
- pitch and rhythmic accuracy
- intonation
- diction (pure vowels, clear consonants, authentic diction)
- expressiveness (dynamics, phrasing, tempo)
- musical effect (6 elements: artistry, stage presence, appearance, emotion, memorization, choice of literature)

2. Applicant will sing a familiar song (e.g. "Happy Birthday.") Applicant will also sing tones back from chords played on the piano.

Evaluation will be based on:

- aural memory (accuracy of pitch, range accessibility)

3. Applicant will sing back a series of notes from short melodies played on the piano. Five examples of progressive difficult will be given.

Evaluation will be based on:

- aural memory, accuracy and intonation

4. Applicant will sight-read several measures after 20-30 seconds of visual study.

Evaluation will be based on:

- accurate performance of each measure

5. Applicant will participate in an interview.

Evaluation will be based on:

- motivation and communication skills demonstrated through participation in musical events, musical achievements, eagerness to learn and try new concepts, ability to communicate in an articulate manner with poise



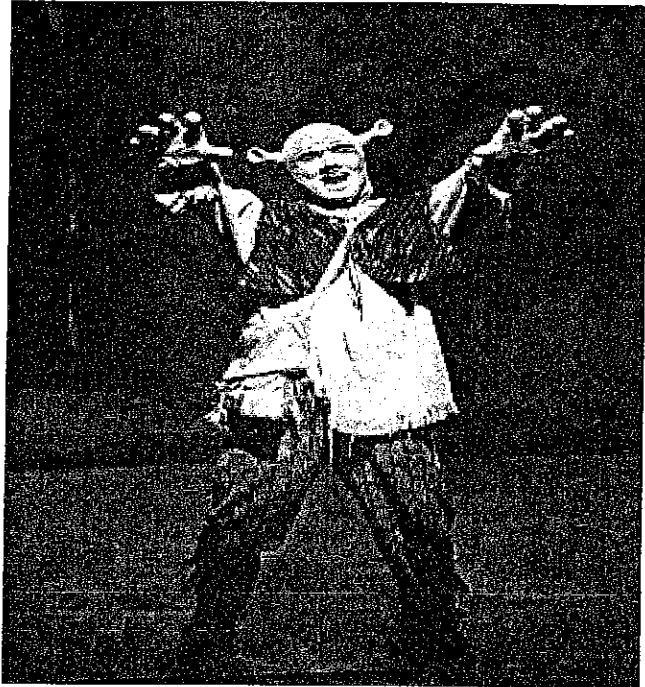
*NOTE REGARDING SOLO SELECTION

Applicants may choose any song they wish for their solo. However, recommended selections appear in: ***Folk Songs for Solo Singers, Vol. I & II***, Jay Althouse, Alfred Publishing Company.

THEATRE

The award-winning Theatre Program prepares students for careers in the professional theatre by providing them with the educational experiences necessary to enter prestigious universities and conservatory theatre programs.

Please read through the AUDITION GUIDELINES carefully and thoroughly. [Note that all applicants must choose to audition for either the Acting Track, the Musical Theatre Track OR the Technical Track



Note regarding ACTING AUDITIONS

Monologues must be from a published play. Internet monologues or original works are unacceptable.

All Performance audition material must be memorized, be suitable to the applicant's age; gender-identification and experience and should demonstrate range, versatility and truthfulness as a performer.



Applicants should dress comfortably and tastefully in clothing that does not inhibit or restrict free movement. Clothing should completely cover the thighs, mid-section, back and chest when moving. Shoes should allow for safe, grounded and comfortable movement. No hanging jewelry. Do not wear a costume!

Please visit www.awdsoa.org under Admissions-Theatre for Audition Tips and Frequently Asked Questions

AUDITION GUIDELINES:

Acting Track

1. Applicant will verbally present two (2) contrasting monologues from published plays written in the last 100 years, neither should be longer than 45 seconds in length AND participate in a series of Physical Improvisation Exercises led by a member of the Dreyfoos Acting Faculty.

Evaluation of the monologue will be based on:

- Energy & Emotional Investment
- Focus, concentration & control
- Clarity of storytelling (sense of imagination, discovery, communicating the meaning of the words)
- Specific & appropriate character choices (physical gesture, style of piece)
- Honest & truthful behavior in performance
- Vocal quality (volume, diction, breath support, inflection)

Evaluation of the Physical Improvisation Exercises will be based on:

- Ability to make clear, bold, specific physical choices that demonstrate freedom of movement, the ability to follow impulse and the willingness to take risks.

2. Applicant will be challenged to a redirect (perform in a different way with specific direction) on one of the prepared monologues.

Evaluation of the redirect will be based on:

- Willingness to take direction & ability to follow instructions
- Success implementing the requested direction

Musical Theatre Track

1. Applicant will present two (2) contrasting 16-bar cuts from musical theatre songs (legit & contemporary) AND a dance combination taught by musical theatre faculty in the audition room. Please bring a track of your accompaniment on CD or downloaded directly on a device (No Internet Streaming).

Evaluation of the songs will be based on:

- Energy & Emotional Investment
- Focus, concentration, control
- Clarity of storytelling (sense of imagination, discovery, communicating the meaning of the words)
- Specific & appropriate character choices (physical gesture, style of piece)
- Honest & truthful behavior in performance
- Vocal quality (pitch, intonation, rhythm, volume, diction, breath support)

Evaluation of the dance combination will be based on:

- Retention (Learning movement quickly with little or no repetition of instruction) and execution (demonstrating coordination, dance technique and rhythmic accuracy of movement)

2. Applicant will be challenged to a redirect (perform in a different way with specific direction) on one of the prepared songs.

Evaluation of the redirect will be based on:

- Willingness to take direction & ability to follow instructions
- Success implementing the requested direction

Technical Theatre Track

1. Applicant will give a timed three (3) minute presentation of an original, self-made, technical design project (e.g., costume, scenic design model, prop, etc.) which includes: inspiration behind the project, research or development ideas behind it, how it was made, materials used & choices made in the design & execution AND complete a Creative Project made with materials provided by the school in the audition room.

Evaluation of the technical design project will be based on:

- Originality & Creativity of project
- Appropriateness of artistic choices
- Application of research and/or creative inspiration
- Craftsmanship & attention to detail
- Articulation of concepts & process
- Overall artistic ability

Evaluation of the creative project will be based on:

- Creative use of materials provided and successful execution of final product

2. Applicant will be challenged to a design project exploration - the applicant will be asked to justify artistic choices and explore or solve any challenges regarding their technical design project.

Evaluation of the design project exploration will be based on:

- Willingness to take direction & ability to follow instructions
- Success implementing the requested justifications or challenges

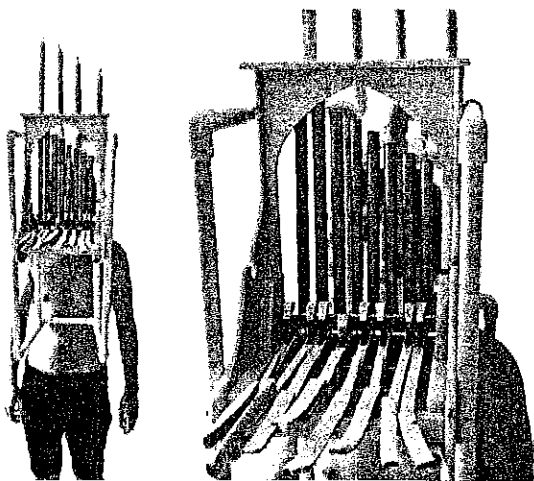
3. All Applicants will participate in an interview.

Evaluation of the interview will be based on:

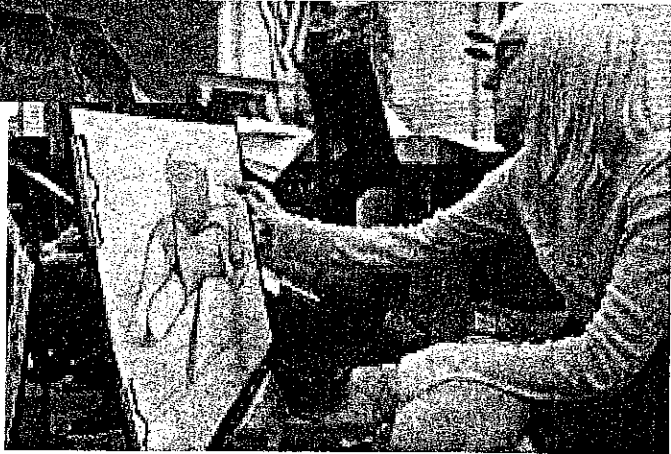
- Current involvement in theatre
- Ability to communicate ideas and goals
- Potential for professional success

VISUAL ARTS

The Visual Arts program encourages its students to explore personal visions through a variety of mediums and materials. Throughout the four-year curriculum, Visual Arts students takes courses in a wide variety of media and subjects, including drawing, printmaking, art history, sculpture, and two-dimensional design. Other available courses include painting, printmaking, architecture and photography. Each student is required to keep a well-developed sketchbook for research, planning and investigation. Throughout their time in the Visual Arts department, our students develop their own artistic voice while creating a cohesive body of work.



Applicants should not wear their best clothes as they may get dirty due to materials used.



AUDITION GUIDELINES:

1. Applicant will participate in a 30-minute, timed **FIGURE DRAWING** class that will focus on drawing the human figure from a live model using materials (wide graphite sticks, erasers, white paper and a measuring tool) provided by the school.

Evaluation will be based on:

- ability to follow directions
- fluidity and movement of line (line weight and line character)
- ability to capture the essence of the poses in space

2. Applicant will complete a 30-minute, timed **STILL LIFE DRAWING** using materials (ebony pencil, eraser, viewfinder and white drawing paper) provided by the school.

Evaluation will be based on:

- accuracy (a demonstrated sense of proportion, value and perspective)
- technique (skill in the handling of materials and understanding of mark making)
- overall success of the drawing, (including composition, craftsmanship and time management)

3. Applicant will complete a 30-minute, timed **THREE DIMENSIONAL DESIGN** based on a word (the student will be provided with the word and its definition) given to the student at the time of the audition. Students will create their design using materials (an option of black **OR** white paper, scissors, tape and glue) provided by the school.

Evaluation will be based on:

- design (ability to relate and effectively communicate the design and form to the word/idea/concept)
- craftsmanship (care and use of time and materials)
- written statement (clarity, and explanation of how the design reflects the word provided)

SENIOR YEAR APPLICANTS ONLY—Applicants entering their senior year will participate in an interview and portfolio review following the aforementioned audition process. Senior applicants will need to bring a portfolio that contains at least ten (10) pieces of their own artistic work and at least one full sketchbook for review. Applicants who fail to bring their portfolio will not be allowed to return to interview at a later date.

Portfolio evaluation will be based on:

- breadth of work (sketchbook or journal, variety of techniques and/or materials used)
- focus (reflection of / exploration / or curiosity about an idea)
- quality (striving for excellence in craft, concept and technique)
- organization (neatness, presentation of work)

Interview evaluation will be based on:

- motivation (desire to attend Dreyfoos, exhibition experience, competitions, eagerness to learn and try new ideas, enthusiasm for program / curriculum)
- ability to communicate (explanation of work in regard to concept and/or technique, expression, personal voice)

Visit our

Prospective Student Open House

501 S. Sapodilla Ave
West Palm Beach, FL 33401

Wednesday, November 7, 2018
5:30 PM - 7:30 PM

~Communications~Digital Media~Visual Arts~

Wednesday, November 14, 2018
5:30 PM - 7:30 PM
~Music~Dance~Theater~

Visit the Campus!

Meet the Instructors!

Ask Questions about the Application & Audition Process

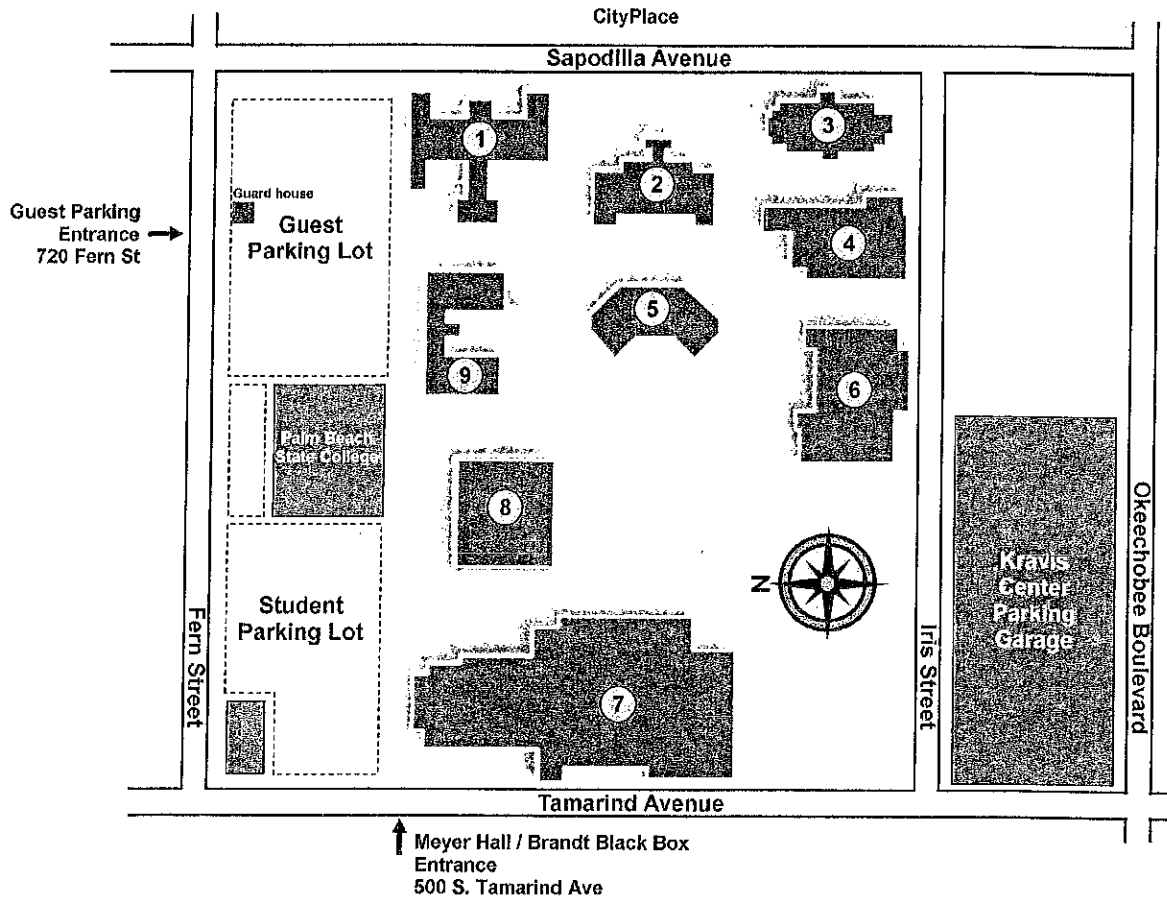
No Reservations are Required

Apply online at:

www.mypbchoiceapp.com

Dreyfoos Deadline: December 7, 2018

Map & Directions



From I-95:

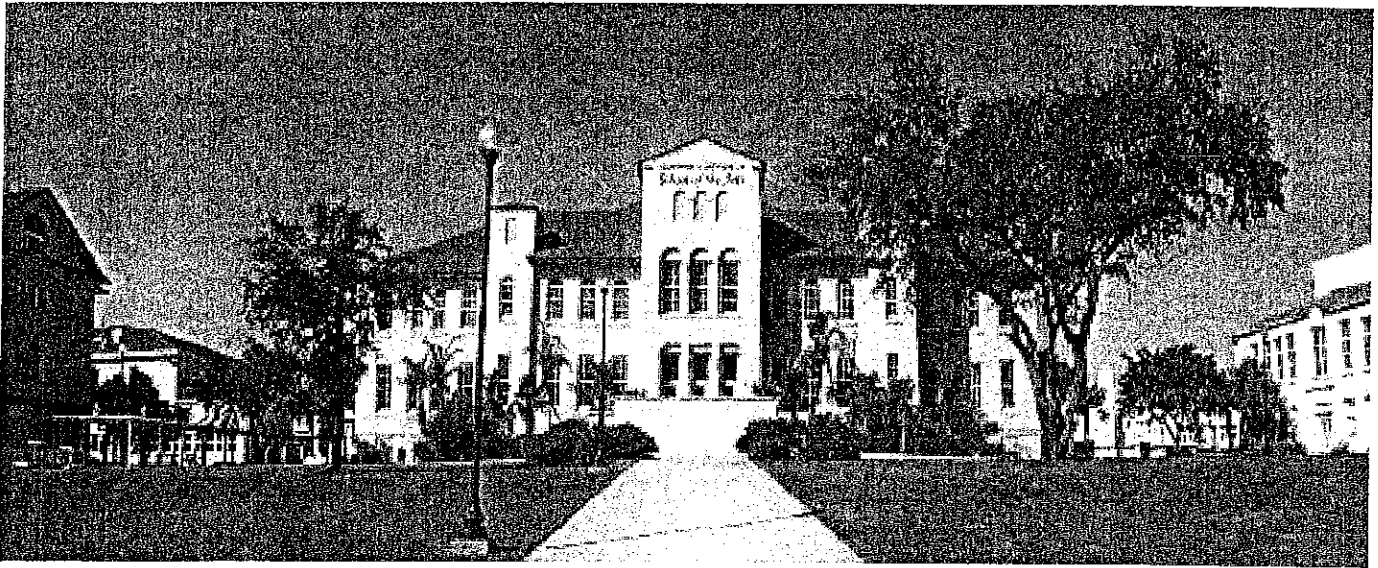
Exit 70 at Okeechobee Boulevard, head east on Okeechobee Boulevard for approximately 1/2 mile. Take a left on Tamarind Avenue (first light, just past the railroad tracks). Take a right on Fern Street (first light). Parking for the school is located on the right side of the street.

From Florida's Turnpike:

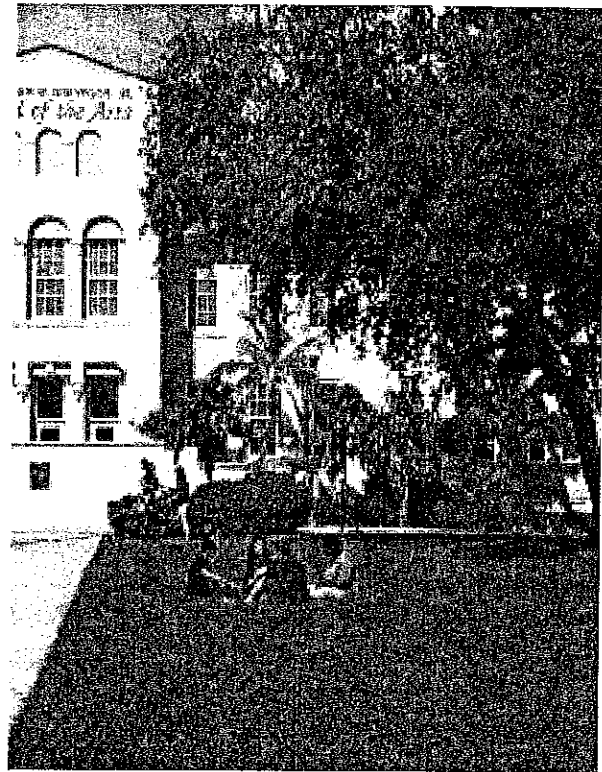
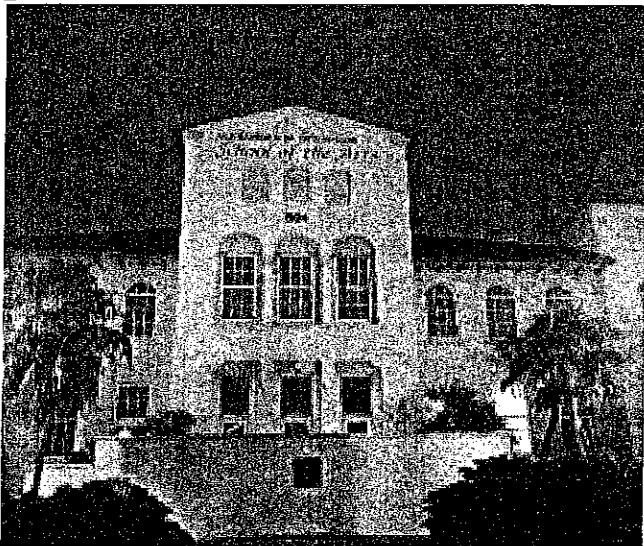
Exit 99 the Turnpike at the West Palm Beach exit (Okeechobee Blvd). Head east approximately 7 miles. Continue past the I-95 overpass another 1/2 mile, and take a left on Tamarind Avenue (first light, just past the railroad tracks). Take a right on Fern Street (first light). Parking for the school is located on the right side of the street.

From U.S. Highway 1:

Take U.S. 1 to Okeechobee Boulevard and head west approximately one quarter mile. Make a right onto Tamarind Avenue (just before the second railroad crossing). Take a right on Fern Street (first light). Parking for the school is located on the right side of the street.



The Alexander W. Dreyfoos School of the Arts is located on a twenty acre campus adjacent to CityPlace in downtown West Palm Beach, Florida. Over 1300 students experience highly rigorous arts and academic instruction in nine well-equipped buildings. Four of the buildings hold historical significance to Palm Beach County and have been restored to pristine condition. The Media Center houses the best art-related print and media collection of any high school in the county. Large trees, outdoor patios, fountains and green, grassy areas provide students with a beautiful learning atmosphere.



2. Identification and Notification of Coordinator(s)



NON-DISCRIMINATION STATEMENT

The School Board of Palm Beach County, Florida, prohibits discrimination in admission to or access to, or employment in its programs and activities, on the basis of race, color, national origin, sex or sexual orientation, marital status, age, religion, disability, genetic information, gender identity or expression, or any other characteristic prohibited by law. The School Board also provides equal access to the Boy Scouts and other designated youth groups.

The persons listed below have been designated to handle inquiries regarding the non-discrimination policies, reports of alleged violations, concerns about compliance, and/or the grievance procedures, etc.

IDENTIFICATION AND NOTIFICATION OF COORDINATORS

Age Act Coordinator
Americans with Disabilities Act (ADA)/Accommodation
Equal Employment Opportunity (EEO)
Title IX Coordinator
Deneen Wellings, EEO Coordinator
Professional Standards
3300 Forest Hill Boulevard, Suite A-106, West Palm Beach, FL 33406
Phone: 561-649-6866 (PX 46866) deneen.wellings@palmbeachschools.org

Title IX Coordinator
June Z. Eassa, Ed.S., Director of Safe Schools
Safe Schools
3300 Forest Hill Boulevard, C-206, West Palm Beach, FL 33406
Phone: 561-494-1591 (PX 81591) june.eassa@palmbeachschools.org

Americans with Disabilities Act (ADA)/504 Students
Debra Neeson Okell, ADA/504 Specialist
Exceptional Student Education
3300 Forest Hill Boulevard, Suite A-203, West Palm Beach, Florida 33406
Phone: 561-434-8817 (PX 48817) debra.neeson@palmbeachschools.org

Americans with Disabilities Act (ADA)/Facilities
Thomas Hogarth, Director
Building Code Services
3661 Interstate Park Road North, Suite 200, Riviera Beach, Florida 33404
Phone: 561-383-2028 (PX 52028) thomas.hogarth@palmbeachschools.org

Florida Educational Equity Act Coordinator
Eddie Ruiz, Ed.D., Assistant Superintendent
Student Services, Equity & Access (SSEA)
3300 Forest Hill Boulevard, Suite C-201, West Palm Beach, FL 33406
Phone: 561-649-6853 (PX 46853) eddie.ruiz@palmbeachschools.org

Gender Equity in Athletics/Title IX
Valerie Miyares, Athletic Manager
Support Services
3300 Forest Hill Boulevard, Suite C-216, West Palm Beach, Florida 33406
Phone: 561-434-7341 (PX 47341) valerie.miyares@palmbeachschools.org

Approved: _____

Robert M. Avossa, Ed.D., Superintendent

Date

10/9/17

FY18

EXHIBIT

tabbies

2

Bak Middle School of the Arts

SY20

Admission & Audition Guidelines

Students applying for school year 2019-2020

Sally Rozanski
Principal

Lee L. Glaze
Magnet Coordinator

1725 Echo Lake Drive
West Palm Beach, FL 33407
Telephone: 561-882-3819
Fax: 561-882-3873

www.msoa.com

or

<https://msoa.palmbeachschools.org>

Admission for SY20

Please read this entire packet completely.

In order to be eligible to become a part of the student population at Bak Middle School of the Arts (MSOA), students and their families must submit an application to the Palm Beach County School District's Department of Choice Programs and Career Options by the due date AND successfully audition for one of the Bak MSOA art programs. The student applicant and parent(s)/guardian(s) must reside full-time in Palm Beach County in order to submit an application. Bak Middle School of the Arts considers students for sixth, seventh, and eighth grade admission; however, the majority of student openings are for incoming sixth graders.

Please follow the procedures described on the following pages carefully. The entire process for application into Bak MSOA includes the following steps:

1. **Submit an application by Friday, December 7, 2018.** Applications are available online at www.mypbchoiceapp.com. Online application submission is highly encouraged and sends an immediate confirmation of receipt by email. Please retain all login information for future use in the Application Management System. If a computer is unavailable at home, please visit the local library or the child's school. Refer to the Choice Programs Booklet for further details.
2. **Prepare for your audition** by following the audition guidelines as listed under each art area in this Admissions & Audition Guidelines information. **Students should be prepared to audition as early as January 19, 2019.**
3. **Come to one of the Audition Registration sessions at Bak MSOA on Saturday, January 12, 2019.** (See details of times on page 3). During this registration session you will be scheduled for an audition appointment. In order to audition, you must receive an audition appointment at Audition Registration.
4. **Come to your audition** 30 minutes prior to the appointed time. Auditions will be held beginning January 19, 2019. **If a student becomes ill and is unable to audition on the scheduled audition date**, written verification documenting the illness from a doctor must be presented to the school within three (3) school days after the date of the student's scheduled audition.

If additional audition dates are available, the student's audition will then be rescheduled at a time determined by the school. Undisclosed illness at the time of the student's audition is NOT grounds for an appeal. Students who have not auditioned before the scheduled March lottery will not be eligible for the initial lottery selection process.

Applicants will receive notification on March 29, 2019 regarding the status of student's acceptance or eligible status. Some students will be placed in an applicant wait pool when there are more eligible applicants than available seats. Students will be selected on a random basis as openings occur.

Appeals Process: Parents who believe their child was not allowed an equitable opportunity to a Choice program during the audition or eligibility process because of a technical problem or inequity may request an appeal. An Application for Appeal of Choice Program Eligibility (Form #PBSD 2418) must be submitted to the Choice and Career Options Director within 5 school days from the date of the audition. The appeals process is governed by Policy 5.016 and is described in the District's Procedures Manual for Choice Programs. Please refer to the Department of Choice and Career Options website for additional information:

www.palmbeachschools.org/choiceprograms

Applications must be submitted by December 7, 2018 for Bak MSOA.

Late applications are accepted at the Department of Choice Programs and Career Options after December 7, 2018. However, they will **NOT** be included in the March 2019 Selection Lottery and may be auditioned **ONLY** after all applicants in the wait pool have been placed.

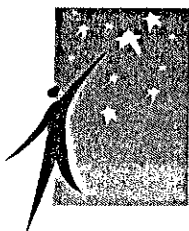
Choice Program Applications are available beginning November 1, 2018 at:

- Online applications are highly encouraged and may be submitted online at: www.mypbchoiceapp.com
Confirmation of receipt will be sent immediately via email. In addition, it is suggested that you sign in to your application dashboard to verify program selection choices prior to the December 7, 2018 deadline.
- OR**
- Print application from www.palmbeachschools.org/choiceprograms website and complete, then mail, (must be postmarked no later than December 7, 2018), or deliver by 4 pm on December 7, 2018 to the School District of Palm Beach County Department of Choice Programs and Career Options, 3308 Forest Hill Boulevard, Suite C-124, West Palm Beach, FL 33406 - Phone Number: (561) 434-8755. The Department of Choice and Career Options is NOT responsible for any application not received as a result of an error or delivery delay by the US Postal Service.

Completing and Submitting an Application:

- Only one application may be submitted per student. For online applications, one application selection change will be allowed prior to December 7, 2018. No changes are allowed after submission of a hard copy application.
- Either one or two choices are allowed on the application and should be rated as first and second preferences. First and second choices do NOT have equal chances of being selected.
- The student and parent/guardian must reside full-time in Palm Beach County at the time of the application submission.
- The address listed on the application must match the address listed in the District's student database system (SIS) for a student attending a Palm Beach County public school. See page 13 for details.
- Pursuant to Florida Statute, Section 92.525 and under penalties of perjury, parents/guardians will sign the application verifying that the information stated in the application is true and correct.

Important BAK MSOA Contact Numbers:



Admissions Office (561) 882-3819

ESE, ELL and 504 students may be accommodated in all Choice Programs and are encouraged to apply. If ESE student is accepted to the school, an IEP team may convene to ensure the student's IEP can be implemented. It is the parent's/legal guardian's responsibility to provide a student's IEP, ELL, or 504 Accommodation Plan to Bak MSOA at Audition Registration on January 12, 2019.

ALL STUDENTS MUST PASS A PERFORMANCE AUDITION before they can be considered eligible for admission to Bak Middle School of the Arts. Higher audition eligibility scores are required for ascending grade levels.

For more information about Choice and Career Options Programs please access:
www.palmbeachschools.org/choiceprograms

Audition Registration Dates At Bak Middle School of the Arts For 2019- 2020 School Year Admission

Audition Registration is a session set aside for applicants to schedule an audition appointment. A parent, guardian, or an adult representing the student **MUST** attend to schedule an audition appointment. It is not necessary to call ahead and students **do not** need to attend Audition Registration.

Students should be prepared to audition as early as January 19, 2019.

The Audition Registration Session is Saturday, January 12, 2019:

Students with last names beginning with "M" thru "Z" 9:00 - 11:00am

Students with last names beginning with "A" thru "L" 12:00 - 2:00pm

Audition appointments will be issued in a continuous process, so you may arrive at Bak MSOA anytime during the above sessions.

ESE / 504 /ELL Students:

If your child has a current IEP or 504 plan, please bring a copy of it to the **Audition Registration Session** in order to request allowable audition accommodations. Parents will need to stop at the ESE table on that date to meet with an ESE representative.

ELL students please stop by the ELL table during the **Audition Registration Session** in order to request a translator.

Failure to accept accommodations offered at the time of an audition when accommodations are needed is NOT grounds for an appeal.

Private school students without a District IEP or a District 504 Plan may also request allowable audition accommodations if the parent provides appropriate documentation of the student's disability to the school at the Audition Registration session.

Parents of students identified as Gifted do NOT need to bring the student's Educational Plan (EP) to the Audition Registration session.

Audition Process for Admission SY20

All auditions are held on the Bak MSOA campus. Parents are to bring their auditioning child thirty minutes prior to the audition appointment time on the scheduled date; however, parents may not accompany their child into the audition room. It is the parent's responsibility to ensure that all instruments and CDs are in good working order. By the student beginning or continuing with an audition, parents are accepting that their child is not ill or unable to perform.

All students applying to Bak MSOA must meet the District and school eligibility criteria and meet qualification requirements, through the Bak MSOA audition process, in order to be part of the March random lottery system for admission into the school. Higher audition eligibility scores are required for ascending grade levels. Bak Middle School of the Arts will provide audition results only if a written request along with a postage paid envelope has been received in the Magnet Office by Friday, April 12, 2019.

There are many people at your child's current school who can guide and assist them as they prepare for their auditions. Talk to your art and music teachers, your media specialist, your guidance counselor, and your language arts teacher. If you have questions, call Lee Glaze, Coordinator at Bak MSOA at (561) 882-3819.

On the following pages are the **specific audition requirements** for each art area. Please read these carefully, so that your child will be fully prepared for his/her audition. Auditions are scored using a rubric. Students who are well prepared with all audition requirements and who are motivated to attend Bak MSOA will enjoy the audition experience.

For Choice Program Application, Choice Program Booklet, Choice Program Procedures Manual and additional information please access:

www.palmbeachschools.org/choiceprograms

For information about other Choice Programs in Palm Beach County:

Email: choicequestions@palmbeachschools.org

Read on for important details
about the audition process.

Communication Arts Audition

The Bak MSOA Communication curriculum includes: creative writing, journalism, newspaper and yearbook publications, radio and television broadcasting, video production, marketing/advertising/public relations, digital media, and speech & debate.

At the audition, students will complete the following tasks:

1. **Writing-** During the audition, students will have fifteen minutes to compose a short fiction story based on the content of a photo that will be provided. Paper and pencils will be provided in the classroom.

Note: Adjudicators will assess the Writing Prompt based on creativity, fiction writing techniques, narrative content, focus, organization, vivid vocabulary, and supporting details.

2. **Public Speaking-** During the audition, students will verbally present a memorized one minute, original, student created speech on any topic. The speech should be prepared prior to the audition. **The applicant must bring a handwritten copy of the speech to the audition.**

Note: Adjudicators will assess the Prepared Speech based on organization; vocal expression including speech clarity, volume and well defined delivery style; gestures; facial expression; body language; enthusiasm; and recovery. Providing an original hand written copy of the speech will be scored.

3. **Media Analysis and Critical Review –** During the audition, students will talk about a short video excerpt viewed **TWICE** during the audition. Students will be given three minutes to record observations after viewing. Students will share observations with adjudicators individually. Paper and pencils will be provided in the classroom.

Note: Adjudicators will assess the Media Analysis and Critical Review based on student's complete and detailed description of the subject matter and/or elements seen in the short video. The student should demonstrate attention to details (everything they see and hear) and sensitivity to film-making techniques including lighting, music, sound effects, camera angles, and character behavior.

FOLLOWING DIRECTIONS: Students should be prepared to listen carefully and follow the directions given at their audition.

Dance Audition

Bak MSOA 6th grade dance classes include ballet and modern; 7th & 8th grade dance classes include ballet, modern, and jazz. All dancers will participate in at least one dance class daily.

At the audition, students will complete the following tasks:

1. **Participate in a dance class** that incorporates ballet and modern dance. Judging is based on technical ability, alignment, movement quality, musicality, flexibility, focus, ability to apply corrections, and overall potential. Though prior training is not required, an aptitude for dance and physicality is.
2. **Perform a prepared solo dance** that is no longer than one minute in length. This will be performed alone in front of the judges. No costumes, accessories, or props are allowed. The solo should focus on the dancer's strongest qualities. Consider including turns, jumps, and level changes. Please include the full use of the studio space and your body. Judging is based on technique, quality of movement, musicality, and expressiveness. Do not lip sync.

Suggested attire: Girls should wear a solid color leotard and convertible or footless tights. Hair should be in a bun. Boys should wear a white or black t-shirt with leggings or convertible tights. Students who have ballet shoes should wear them. All students should also be prepared to dance barefoot. Do not wear skirts, jeans, or jewelry.

Music: Applicants should bring a CD of their music, labeled with the number of the selection. If the CD is a copy, make sure it has been finalized properly to play in a CD player. MP3 Players and phones **may only** be used if the song is downloaded, not online, and is cued up without a passcode. Bak MSOA staff and volunteers are not responsible for the safety of these devices.

Dance Studio: 30' x 40' with a dance marley surface and mirrored wall in the front. Ballet barres along one wall and portable metal barres will be used for part of the class.

Music Auditions

Band, Strings, Vocal & Piano

Students will need to bring their own instruments for band and strings auditions. For vocal auditions students may bring a CD for vocal accompaniment. Pianos and string basses will be provided. Bak MSOA does not offer instructions in all musical instruments; therefore, applying students must audition with an instrument listed under the following Band or Strings sections. For example, students may not audition using a guitar, hand bells, or non-orchestral instruments.

Band (Brass, Percussion, and Woodwind)

Students may audition with the following concert band instruments:

Flute
Piccolo
Oboe
Clarinet
Bass Clarinet
Bassoon
Alto Saxophone
Tenor Saxophone
Baritone Saxophone
French Horn
Trumpet
Baritone/Euphonium
Trombone
Tuba
Percussion (see below) *

At the audition, students will complete the following tasks:

1. **Perform a solo** that demonstrates their highest level of ability. An accompanist is not permitted. Students need to bring **two (2)** copies of their sheet music for the judges.

*NOTE: Percussion/Drums: Students perform a solo demonstrating their highest level of ability on a snare drum and mallet percussion instrument (Xylophone/Marimba). Students will need to bring their own snare drum, sticks, mallets, and mallet instrument. Bak will have Xylophone/Marimba available for the audition, if needed. As students are required to perform their percussion audition using only a snare drum, students should NOT bring a drum set.

2. **Audition requirements will also include:**

- ◆ responding orally to questions about note recognition for their own clef, note, and rest values;
- ◆ hearing a series of 3-4 pitches on the piano and singing them back;
- ◆ performing a major scale of his/her choice;
- ◆ sight-reading.

Students will be judged on pitch accuracy, tone quality, rhythmic accuracy, expressiveness, technique, sight-reading, tone matching, musical effect and the ability to produce a major scale.

Strings (Violin, Viola, Cello, & Bass)

Students may audition with the following orchestra strings instruments:

Violin Viola Cello Upright Bass

At the audition, students will complete the following tasks:

1. **Perform a solo** that demonstrates their highest level of ability. An accompanist is not permitted. Students need to bring **two (2)** copies of their sheet music for the judges.
2. **Audition requirements will also include:**
 - ◆ responding orally to questions about note recognition for their own clef, note and rest values, and musical symbols;
 - ◆ hearing a series of 3-4 pitches on the piano and singing them back;
 - ◆ performing a major scale of the applicant's choice, one or two octaves;
 - ◆ sight-reading.

Students will be judged on pitch accuracy, tone quality, rhythmic accuracy, expressiveness, technique, sight-reading, tone matching, musical effect, and ability to produce a major scale.

Vocal

At the audition, students will complete the following tasks:

1. **Perform a memorized solo***. Students **MUST** provide **two (2)** copies of their sheet music for the judges. Students will be judged on ability to vocalize, tone matching (hearing a series of 3-5 pitches on the piano and singing them back), solo pitch accuracy, rhythmic accuracy, tone quality, expressiveness, and musical effect.

Accompaniment: Students may sing with or without accompaniment. If accompaniment is desired, it must be a CD. Students must sing without recorded voices on the CD.

Please be aware that it may not be necessary for the student to finish the solo for the assessment to be completed by the judges.

*Suggested Literature for Vocal Audition, which may be purchased at local music stores, includes:

(These are only suggested, not required.)

- Folk Songs for Solo Singer, Volumes 1 & 2 - Jay Althouse
- The Young Singer – Richard Row
- Easy Songs for the Beginning Soprano, Volume 1
- Easy Songs for the Beginning Mezzo-Soprano, Volume 1
- Easy Songs for the Beginning Tenor (for boys with changed voices only), Volume 1
- Easy Songs for the Beginning Bass, Volume 1

All above listed vocal literature are available with CDs for rehearsal and performance purposes.

Piano

Students will be judged on pitch accuracy, tone quality, rhythmic accuracy, expressiveness, technique, sight-reading, musical effect and the ability to produce a major scale and arpeggio.

Piano/keyboards will be provided at the audition. It is recommended that students bring one or two original books of their music to the audition.

At the audition, applying 6th grade students will complete the following tasks:

1. Technical requirements: a scale, an arpeggio and a Hanon exercise
 - a. Prepare scales and arpeggios for G Major, D Major, A Major, E Major, F Major, Bb Major and Eb Major. The judges will choose one major scale from the seven listed above. The scale and the corresponding arpeggio need to be hands together and at least two octaves.
2. Repertoire requirements: two contrasting works, one Baroque and one classical, no repeats are to be used during the audition

- a. Perform a Baroque piece – **does not have to be memorized**

Note: A Baroque period piece from the following books is suggested:

- Short Preludes – J. S. Bach
- Two-part Inventions – J. S. Bach

- b. Perform a classical piece, **must be memorized**

Note: A first movement classical period piece from the following is suggested:

- Sonatinas Op.36 – #2, #4 or #6 Clementi
- Sonatinas Op.151 – A. Diabelli
- Sonatinas Op.55 – F.Kuhlau
- Sonatinas in C Major Hob.XVI/35

3. **Sight Reading:** sheet music provided to the student at the audition

At the audition, applying 7th & 8th grade students will complete the following tasks:

1. Technical requirements: need to prepare all major and harmonic minor scales and arpeggios, sharps and flats. **The judges will choose one of these scales. The scale and the corresponding arpeggio need to be hands together and at least two octaves.**
2. Repertoire requirements: two contrasting works, one Baroque and one classical, no repeats are to be used during the audition

- a. Perform a Baroque piece – **does not have to be memorized**

Note: A Baroque period piece from the following books is suggested:

- Any of the 15 Sinfonias – J.S. Bach

- b. Perform a classical piece, Haydn Sonata, **must be memorized**

Note: a classical piece from the following is suggested:

- Sonata in G Major, Hob.XVI/27, Sonata in e minor, Hob.XVI/34, Sonata in D Major, Hob./37, Sonata in b minor Hob./32, Sonata in G Major, Hob.XVI/39 and Sonata in D Major, Hob.XVI/33.

3. **Sight Reading:** sheet music provided to the student at the audition.

Note: It is recommended that students bring one or two original books of their music to the audition.

Theatre Audition

Bak MSOA Theatre students will study and explore all aspects of the theatre process. Through classroom study and studio work, students will be introduced to the areas of acting and musical theatre performance; stagecraft, costuming, technical theatre; and stage management. Additionally, they will learn the principles of theatre production, theatre history, playwriting, and audience appreciation.

Theatre Audition

Think of this audition session as a theatre workshop: all that is needed are students that are interested and willing to demonstrate their abilities through the workshop activities. Parents and students should be aware that the entire process may take up to two and a half hours, including the orientation to the audition, the acting exercise, and the cold reading or song assessment.

Preparation for the Theatre Audition

There is no specific preparation for the Theatre Audition. Students must come dressed prepared to move freely: flat-sole closed-toed shoes, loose-fitting clothing such as t-shirts, gym shorts, modest or conservative dancewear, yoga or exercise clothing is appropriate. No jeans or jewelry.

At the Audition Students will participate in the following:

- 1. Acting Exercise:** Students will be matched up with one or two other students for this audition assignment. *Each student is judged on his/her own work.* Students will have 10 minutes to create a believable scene based on the short original script provided. The script should be memorized (but memorization will not be scored.) A stage manager will be present at all times to "prompt" the young actors whenever they need a line. The scenes will be presented and a moderator will give an adjustment, coaching, or redirection for each scene and may side-coach during the second presentation.
- 2. Cold Reading OR Song**
OPTION A – COLD READING. Students will be given a brief script and will be asked to read it making character choices. Students will be evaluated based on their ability to express a character vocally and physically through spoken word in a way that matches what the actor can learn from the script.

-OR-

OPTION B – SONG: Students will be taught approximately 16 bars (less than one minute) of a Broadway musical style song. Students will be evaluated based on their ability to express a character vocally and physically through song in a way that matches what the actor can learn from the song.

Evaluation of Students for the Theatre Audition

We are assessing each child on his/her potential as a theatre student. We apply the audition criteria to the whole child rather than to simply past training/experience or presentational skills. The student's goal is to listen, follow directions, and freely express his/her creativity as a theatre student.

Students will be evaluated on the criteria as listed below:

Voice and Movement (Acting Exercise and Cold Reading or Song)-Demonstrates an ability to express a character vocally and physically in a way that matches what the actor can learn from the script or song.

Ensemble-Demonstrates teamwork through an ability and willingness to collaborate, listen, and react to create a believable scene together.

Responsiveness to Coaching-Demonstrates an ability to take direction and use it to change, correct, or enhance the creation of a believable character/scene on stage.

Creativity/Theatrical Awareness-Demonstrates an ability to have ideas, explore possibilities, make discoveries, and make effective choices to create character, place, and situation.

Visual Arts Audition

Bak MSOA Visual Arts Department classes include ceramics, drawing, painting, photography, sculpture, and printmaking.

PLEASE NOTE: Students **should not** bring any artwork or supplies with them the day of their audition.

All artwork at the audition will be created with soft drawing pencil and vinyl eraser on white drawing paper. The sculpture portion will be created with a poster board type of paper, scissors, and clear tape. The audition is scheduled for three hours.

At home students should prepare for their audition by working with the above cited materials while practicing drawing and sculpting.

At the Audition students will complete the following tasks:

1. **Creative Exercise:** Students will be given a series of unfinished drawings and illustration prompts and asked to complete the drawings. Emphasis will be placed on the creative process and final design choices made by the student. Students will be assessed on originality, creative vision, and personal expression. The emphasis of this exercise is to measure creativity as opposed to observational skill and technique.
2. **Still Life Drawing:** Students will participate in an art class where they will be given a group of objects prearranged in a still life. Students will then complete a 2-D observational drawing of the still life. Applicants are judged on their ability to create an accurate likeness of the still life provided. This would include their understanding of proportion, placement (correct spatial relationships between objects), compositional layout on the page, quality of line and/or mark-making, and rendering to create volume. We expect students to have a basic understanding of values and shading, but not to complete the drawing with full shaded rendering. This would include a good range of values (at least six) and the ability to transition between them. Students will have at least 45 minutes to complete the work. The assessment of the drawing will include the student's ability to sustain the work for the amount of time given, the accuracy of their image, and completeness of the work.
3. **Sculpture Exercise:** Students will participate in an art class where they will be given a poster board type of paper, scissors, and clear tape. They will be asked to make a sculpture from a given prompt. Students will be allowed to cut, bend, fold, roll, or use any type of construction method they choose to complete their sculpture. Student's artwork will be judged on their ability to create a 3-D object out of a flat material, construction techniques, stability, and craftsmanship.

Some facts about Bak Middle School of the Arts

- Bak MSOA is a public school serving 1380 talented students in the 6th, 7th, and 8th grades.
- Bak MSOA selects students from all areas of Palm Beach County using an application, audition, and lottery process.
- Bak MSOA provides an extensive arts education in the areas of Communication Arts, Dance, Music (band, strings, piano, vocal), Theatre, and Visual Arts.
- Bak MSOA follows the general core curriculum guidelines that are used in all Palm Beach County middle schools.

Instructional Program

Bak Middle School of the Arts develops the interests and talents of students in the visual, performing, and communication arts. Simultaneously, it is designed to enhance the academic disciplines through an integrated, interdisciplinary approach, stressing creativity and artistic expression. Visiting artists, Artists in Residence and guest speakers regularly interact with and support the professional arts faculty and students in providing a cutting edge arts program. Performance opportunities are offered at all levels. A student at Bak Middle School of the Arts experiences a balance of incomparable arts instruction and exceptional academic experiences. Additionally, Bak Middle School of the Arts offers a full slate of activities from sports, to clubs, and after-school programs. Free transportation is available for all admitted students.

Core Curriculum

English/Language Arts
Mathematics
Honors Algebra I (high school)
Honors Geometry (high school)
Science: Life, Physical, Earth/Space
French I and II (high school)
Spanish I and II (high school)
Computers
Arts Exploration
Civics
Physical Education
World History
United States History

Sports & Clubs

Volleyball
Basketball
Baseball/Softball
Track
Soccer
Cheerleading
Builders Club
Academic Games
Math Counts
STEP Team
S.E. Consortium for Math & Engineering
Student Government
National Jr. Honor Society
Jr. International Thespian Society
Book Club
Recycling Green Team
Robotics
Speech and Debate

Commonly Asked Questions....

Q. Where is Bak Middle School of the Arts (Bak MSOA) located?

- A. Bak MSOA is located east of I-95 on the corner of Echo Lake Drive and North Shore Drive, five blocks south of 45th Street.

Q. What are the requirements for admission?

- A. Bak Middle School of the Arts considers students for sixth, seventh, and eighth grade admission. The parent and the applicant must be residing full time in Palm Beach County when the application is submitted. Applicants must participate in an audition for the year applied for in one of five art areas. The audition process varies from art area to art area. Audition criteria must be carefully followed in preparation for an audition. Applicants must pass Bak MSOA's audition in order to be eligible for the admission selection lottery. The address listed on the student's application must match the address listed in the District's student database system (SIS) for a child attending a Palm Beach County public school. If an address discrepancy exists and is not resolved by the applicant prior to the December 7, 2018 deadline, the application will not be processed.

Q. What is the timeline for the application and audition process?

- A. Choice applications for Bak Middle School of the Arts are accepted by the PBC School District from November 1, 2018 through December 7, 2018. Only one application may be submitted per student. For online applications, one application selection change will be allowed prior to December 7, 2018. No changes will be allowed after submission of a hard copy application.

Appointments for auditions must be obtained in person during the Audition Registration session on Saturday, January 12, 2019 (see page 3). Students should be prepared to audition as early as January 19, 2019. Auditions are held by appointment in January and early February. The Selection Lottery will be held in March with notifications being sent out on March 29, 2019 (subject to change).

Families/students who move to Palm Beach County after the application deadline should contact the Department of Choice and Career Options at the Palm Beach County School District about the late application process and the possibility of alternate audition opportunity. Only students who apply with on-time applications will be auditioned during the January-February audition times.

Q. How many choices are allowed on the Choice Program Application?

- A. Either one or two choices are allowed on the Choice Program Application. Applicants rate choices as first and second preferences. Two program choices may be selected for Bak MSOA. However, first and second choices do NOT have equal chances of being selected.

Commonly Asked Questions....

Q. Will students that have not had extensive arts training be able to qualify for Bak Middle School of the Arts?

A. Students with potential or undeveloped talent are sought as well as students with more developed technical skills.

Q. Is there a required grade point average for entrance into Bak Middle School of the Arts?

A. No. Students are admitted solely on the basis of their audition.

Q. Are there audition accommodations for students with current IEP or 504 plans?

A. Yes. At the Audition Registration session, you MUST bring a copy of your child's current IEP or 504 plan and visit the ESE table in order to request allowable audition accommodations. Private school students without a District IEP or a District 504 Plan may also request allowable audition accommodations if the parent provides appropriate documentation of the student's disability to the school at the Audition Registration session.

Q. What if a student speaks English as a second language?

A. Translation services can be provided to students who speak English as a second language. The parent should contact the school's ELL Admissions Contact at (561) 882-3819.

Q. Does Bak MSOA's academic program offer varied level courses?

A. Yes, Bak MSOA offers special education, gifted, advanced, and regular classes, as well as high school level courses in math and foreign language. Students leaving our school after 8th grade are academically and artistically ready for many high school programs.

Q. Are there any academic classes offered to students who have been identified as ESE?

A. Yes. There are students who attend the Bak Middle School of the Arts who have been identified as ESE. We offer a variety of exceptionality resources to students depending on their Individual Education Plans.

Q. Is transportation provided for students who attend Bak MSOA?

A. Yes. The School District provides transportation for students living in Palm Beach County via school bus or Tri-Rail.

Tour

Bak Middle School of the Arts

1725 Echo Lake Drive
West Palm Beach, FL 33407

When: September 25th – December 4th, 2018
Select mornings from 9:00 a.m. to 11:00 a.m.
By Appointment Only – to reserve a spot sign up on line at

www.msoa.com

or

<https://msoa.palmbeachschools.org>

On select mornings beginning in September you can come and see what our school is all about. See arts classrooms in action as we move through Dance, swing into Jazz Band, brush by Visual Arts, zoom into Communications, and direct your way to the Theater Department. Along the way you will hear our voices in Chorale, see our bows fly in Strings, watch our skills sharpen in the Keyboard Lab and get all the information that you need about our school.

Directions:

Take I-95 to 45th Street, go east 1 mile to North Shore Drive (across from the Tri-Rail Station); go south on North Shore Drive. At the end of North Shore Drive, turn right onto Echo Lake Drive. The school's entrance is on your right.

When visiting Bak MSOA, please follow all traffic laws and respect the neighborhood driveways, lawns and especially the swale areas. The city of West Palm Beach prohibits parking upon the swales and visitors could be subject to fines. Please park where directed and be patient with school police officers and/or parent volunteers.

THE SCHOOL DISTRICT OF PALM BEACH COUNTY
DEPARTMENT OF CHOICE AND CAREER OPTIONS
(561) 434-8755

SHOWCASE OF SCHOOLS

October 16, 2018

4:00 p.m. to 8:00 p.m.

Expo Center at the South Florida
Fairgrounds



Veronica Vallecillo <veronica.vallecillo@pa



Re: OIG Draft Report - Management Review of the Audition Process at Dreyfoos and Bak

1 message

Jeraline Johnson <jeraline.johnson@palmbeachschools.org>
To: Veronica Vallecillo <veronica.vallecillo@palmbeachschools.org>
Cc: Jay Boggess <jay.boggess@palmbeachschools.org>

Mon, Feb 3, 2020 at 11:01 AM

Hi Veronica,

I thought I had sent this to you. My apologies. It was sitting in my drafts. Here you go. I took another look at it today and made just a small little change. One statement was showing as a grammar error.

Please let us know if you have any additional questions or recommendations. Did you ever get any recommendations from the schools based on our last conversation?

Jeraline

On Thu, Jan 30, 2020 at 6:48 AM Veronica Vallecillo <veronica.vallecillo@palmbeachschools.org> wrote:
Good morning,

I know you're busy, but I wanted to remind you that I have not received the revised response to the report. Please let me know when you we can expect it so we can finalize the report.

Thanks,
Veronica

On Thu, Jan 16, 2020 at 6:24 AM Jeraline Johnson <jeraline.johnson@palmbeachschools.org> wrote:
Good morning Veronica,

Please see attached response to the OIGs report. Please let me know if this is the correct format in which to respond.

Let us know if you need any additional information.

Jeraline

On Wed, Dec 18, 2019 at 12:05 PM Veronica Vallecillo <veronica.vallecillo@palmbeachschools.org> wrote:
Good afternoon,

Please see the attached from Inspector General Chiu.

Regards,

--
Veronica Vallecillo
Senior Investigator

Office of Inspector General
The School District of Palm Beach County
3318 Forest Hill Blvd., Suite C-306
West Palm Beach, Florida 33406
Phone: 561.432.6359

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Respectfully,

Jeraline M. Johnson, Ed.D.

Director, Choice & Career Options

School District of Palm Beach County

3310 Forest Hill Blvd., C-124

West Palm Beach, FL 33406

Email: jonaline.johnson@palmbeachschools.org

(O): 561.434.8880 | PX:48880 | (F): 561.434.8963 | (WKCell): 561.951.4895



SDPBC Lean-Six Sigma Yellow Belt Certified

—
Veronica Vallecillo
Senior Investigator

Office of Inspector General
The School District of Palm Beach County
3318 Forest Hill Blvd., Suite C-306
West Palm Beach, Florida 33406
Phone: 561.432.6359

—
Respectfully,

Jeraline M. Johnson, Ed.D.

Director, Choice & Career Options

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Final OIG Responses - Bak and Dreyfoos Audition_Ajudicator.docx

14K

Subject: Response for Draft Report for OIG Case No. 18-789 - Management Review of the Audition Process at Alexander W. Dreyfoos of the Arts and Bak Middle School of the Arts

OIG Recommendation: In conjunction with the schools, consider implementing District wide training for adjudicators regarding accommodations, expectations, conflict of interest, and audition scoring.

Response: Audition Adjudicators will be required to attend a district-wide training session where they will be informed of procedures including; but not limited to, recusing themselves if they have a professional or personal relationship with the applicant. Attendance at the training session will be mandatory. Participants will be required to sign an acknowledgement of the adjudicator procedures. A copy of the signed form will be kept at the school site.

OIG Recommendation: In conjunction with the Legal Department and the schools, implement procedures that require adjudicators to disclose conflicts.

Response: Upon completion of the training, adjudicators will be required to sign and date a document that they have been informed that they need to disclose or recuse themselves for any conflict of interest with an applicant. (sample attached hereto)

OIG Recommendation: Ensure the Choice Schools and Programs Procedures Manual is clear in stating the fact that applicants selected for the "Principal's 20% List" are not included in the lottery selection. Since the Procedures Manual has the preference listed along with the other preferences, it may be misleading to some that the applicants selected for the "Principal's 20% List" are included in the lottery process.

Response: The 2021-2022 Choice booklet will include clarifying statements to explain the process of assignment for applicants with preferences, specifically, the Principal's 20% List. We will make it clear that while optional by the school principal, the 20% takes place prior to the lottery unlike the other preferences.

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INSPECTOR GENERAL

OIG Recommendation: Review the Dreyfoos score sheets that include interview questions and consider removing questions regarding private lessons as it may be perceived that receiving private lessons may affect an applicant's score.

Response: The Department of Choice and Career Options will assure that the topic of "questions regarding private lessons" will be included in the Adjudicator training. Additionally, staff will work with the schools to remove questions that pertain to the topic of private lessons.