



THE NEW YORK CITY DEPARTMENT OF EDUCATION
JOEL I. KLEIN, Chancellor

Dr. Dorita Gibson
 Regional Superintendent

Dr. Laura Feijoo
 Regional Deputy Superintendent

REGION 7

715 Ocean Terrace, Building A
 Staten Island, New York 10301

Satellite: 415 89th Street
 Brooklyn, New York 11209

Phone: (718) 556-8350

Fax: (718) 420-5677

E-mail: DGibson@schools.nyc.gov

Dear Principal/Guidance Counselor:

The *Region 7* 2007 cohort of the Specialized High School Institute will commence on Thursday, July 5, 2007 and end on Wednesday, October 22nd, 2008. The SHSI was initiated in July 1995 to prepare low-income and underrepresented minority students from diverse backgrounds to compete more effectively on the challenging entrance examination and ultimately gain attendance at one of the Specialized High Schools. The program is fifteen months in duration. A detailed description of the SHSI program and schedule are attached to this document.

Each region is organizing its own cohort for the Specialized High School Institute. Region 7 has two locations for the SHSI program. They are located at Staten Island Technical High School (Staten Island) and Mark Twain Intermediate School (21K239) (Brooklyn). The details are outlined in the enclosed memorandum. Eligibility for the Institute (SHSI) is as follows:

- Current 6th Graders
- Applicants must meet the criteria for an "underrepresented minority" based upon the description established by the U.S. Department of Education for "Underrepresented minorities," found in Title 34 – Part 637 – Minority Science and Engineering Improvement Program:
 - Minority means American Indian, Alaskan Native, Black (not of Hispanic origin), Hispanic (including persons of Mexican, Puerto Rican, Cuban, and Central or South American origin), Pacific Islander or other ethnic group underrepresented in science and engineering.
- Most recent (Spring 2006 Grade 5) Standardized Tests in Reading and Math Level 3 - 4
 That is, to be eligible, a student must have a mean scale score equal to or between both ranges of the Math and ELA standardized test scores noted below:
 - > 650 – 764 (75th – 99th %-ile) in ELA
 - > 650 – 788 (75th – 99th %-ile) in Math
- Excellent Attendance
- High level of motivation and maturity.
- Copy of student's sixth grade fall term report card.

A copy of the SHSI Parent Letter, SHSI Program overview and 2007 application are attached. Please duplicate as necessary and distribute *only* to your eligible students (applicants must meet the specific criteria stated above) whose parents are willing to make a commitment for their child's attendance to the entire fifteen month program.

The top portion of the application should be completed and signed by the parent. The school (not the parent) must complete the lower portion of the application, including the signature (not stamp) of the Principal. **NOTE THAT APPLICATIONS WITHOUT THE PRINCIPAL'S SIGNATURE OR WITH MISSING INFORMATION WILL NOT BE CONSIDERED.** A random selection will then be made from among each of the schools' pool of qualified applicants.

Please remind parents to return applications directly to a designated member of your staff- **NOT to the SHSI.** Applications without appropriate approval will not be considered. The member of your staff who is responsible for collecting these applications should maintain duplicates of and forward all applications to Mark Erlenwein, at Staten Island Tech by Tuesday, March 6, 2007. Acceptance and waiting list letters will be distributed April 3, 2007.

Applications are to be forwarded to:
 Attn: Mark Erlenwein
 Staten Island Technical High School
 485 Clawson Street
 Staten Island, New York 10306
Any questions should be directed to Mr. Erlenwein

Sincerely,

Richard D'Annia,
 CSD 21 Superintendent
 Local Instructional Superintendent