

GREEN BAY AREA SCHOOL DISTRICT
Board Policy Manual

433

ASSIGNMENT OF STUDENTS TO SCHOOLS
(Intradistrict Transfers)

In order to maintain accessible, equal opportunities in the District, the School Board has established school attendance area boundaries to provide general guidelines for where children will attend school. Students may attend a District school outside their school attendance area in accordance with this policy, legal requirements and established District procedures.

Parent-Initiated Intradistrict Transfers

The District shall offer an intradistrict choice option to parents/guardians, which allows them to choose a school outside the attendance area best suited to their child's needs and interests. This option may be available to a nonattendance area student if: (1) there is space available as determined by the District's space availability criterion, and (2) the student has met the academic, attendance, behavioral prerequisites for participation in the particular program or school in which the student wishes to enroll. A full day program option is available to students. In addition, at the secondary level, a partial day program option may be available. School, grade level and course capacity shall be reviewed each school year to determine opportunities for intradistrict choice students. The District shall inform parents/guardians that this choice option is available annually. Applications shall be made and approved in accordance with established procedures.

The District shall determine space availability for grade levels and individual schools, beyond which no incoming transfer student shall be added. Parents/guardians shall be required to notify the building principal, if at any time, they desire to return their child to the attendance area school.

The parent/guardian of a student shall be responsible for providing student transportation, unless transportation for a student with a disability is required by the student's Individualized Education Program (IEP) or transportation is otherwise required by law. The District may also provide transportation to non-attendance area students if there is room available on a bus on a regular route, including but not limited to a specific location within the District's boundaries, the student is picked up or dropped off at a regular bus stop within the District, and the transportation has been approved by the Superintendent of Schools and Learning or designee. In accordance with District standards and procedures established by the Superintendent of Schools and Learning or designee, the District may provide transportation to and from a location within the boundaries of the nonattendance area student's attendance area. If offered to a nonattendance area student, and at the discretion of the District, such transportation shall be by school bus or by another method expressly authorized by state law. The District shall not be required to transport students from a nonattendance area except as provided by law.

District Placement

The District reserves the right to assign students to nonattendance area schools.

1. Voluntary Transfer

In the event that an overload situation occurs at a particular school, the District will attempt, through a voluntary process, to relieve the overcrowding. Parents/guardians of affected students will be encouraged to attend a school outside of their specified school attendance area in order to assure the quality and equity of educational opportunity, to balance class sizes, to provide adequate use of staff and facilities, to relieve overcrowding, to facilitate transportation, to improve cost efficiency, and/or to respond to unique needs of students/families.

2. Administrative Transfer

Separate and apart from applications for internal transfers that are initiated by a parent/guardian (or adult student), the District reserves the right to enact administrative transfers of students between schools and/or programs at the initiative of an administrator, without strict adherence to the same criteria and limitations that are applied to non-administrative transfers.

The District shall provide transportation in connection with district placements to the extent required by law, and may provide transportation for a student in exceptional circumstances where the failure to provide transportation would be inequitable or otherwise defeat the rationale for granting the district placement.

LEGAL REF.: Sections 120.12(2) Wisconsin Statutes
120.44

PI 23, Wisconsin Administrative Code
McKinney-Vento Homeless Assistance Act
Elementary and Secondary Education Act (ESEA – as amended)

CROSS REF.: 433-Rule, Intradistrict Transfer Procedures
342.1, Programs for Students with Disabilities
343.1, Grouping for Instruction
343.11, Student Programming at Secondary Level
343.2, Class Size
411, Equal Educational Opportunities
411.2-Rule, Procedures for Providing Equal Access to District Programs
and Services for Homeless Students
424, Full-Time Public School Open Enrollment
432, School Attendance Areas
751, Student Transportation Services

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