

STUDENTS

Transfer to Open Attendance Schools

The Superintendent may designate a school as an open attendance school when the number of students projected to attend the school falls 10 percent or more below the district designated capacity of the school. In establishing an open attendance school the Superintendent shall:

- a. Alert parents to the designation of a school as an open attendance school by district newsletter or special bulletin.
- b. Establish an open attendance enrollment period of not less than thirty days.
- c. Establish a maximum number of students that may transfer to the open attendance school.
- d. Prioritize transfer requests on the basis of the date the transfers are received in the Educational Services Center.
- e. Notify parents within thirty days of the close of the open attendance enrollment period that the student transfer has been approved or not approved.

Requests for transfer to open attendance schools shall be made on forms provided by the district.

Policy

Adopted: February 9, 1978