

Hermiston School District 8R

Code: **JECC-AR**

Revised/Reviewed: 7/12/05; 7/24/17

Orig. Code(s): JECC-AR

Resident - Attendance Areas

Procedures for determining placement of students in schools will be in accordance with policy JECC.

Enrollment Requirements

The Hermiston School District is divided into school attendance areas. Students will enroll in the attendance area school of their legal residence. A request for transfer may be approved by the district administration.

Requests for exceptions are categorized as district-initiated, parent-initiated or Elementary and Secondary Education Act (ESEA) required.

District Initiated

1. Class or Grade Overloads: Learning opportunities may be adversely affected by class size or classroom dynamics. If an overload exists, considerations will include:
 - a. The movement of students to another classroom within the school;
 - b. The formation of a classroom blend within the school;
 - c. The transfer¹ of students to another school. Transfer procedures will occur in the following order:
 - (1) Identify nonattendance area students. Notify parents to enroll their child in their attendance area school. Students who enrolled last will be returned to their attendance area school;
 - (2) Identify students willing to transfer. Contact parents interested in transferring their student to another school. The district will provide transportation;
 - (3) Identify attendance area students. Students who enrolled last will be transferred first. The district will provide transportation.
 - d. The addition of paraprofessional.
 - e. The addition of another classroom (teacher). Considerations include building enrollment and growth potential, building resources and bus shuttle issues.
2. School Boundary Restructuring: Accommodating student growth may require realignment of boundaries. Boundary changes should only occur when growth is projected to be sustained over a period of years.

¹Parents will be informed they may re-enroll their child if an opening occurs within two weeks of the date of transfer.

Parent Initiated

The requested school's ability to more substantially meet the educational needs of the student.

Parents may request to enroll, or continue enrollment, of their student(s) in a nonattendance area school, by completing the Parent Initiated Request for Exception Form (JECC and JECC-AR) and submitting it to the principal of the nonattendance area school by May 15 of the current school year. The principal and the deputy superintendent will determine transfers by Mid-August.

1. Parents requesting to enroll their student(s) in another school do so with the understanding:
 - a. Transfers will be determined on the school's ability to meet the student's educational needs;
 - b. Attendance area students have priority over transfer students;
 - c. Currently enrolled transfer students formally requesting reenrollment the following year have priority over new transfer requests;
 - d. New transfer students will be enrolled on the "first come, first serve" basis as determined by the date the written request was received;
 - e. Parents will provide a safe and appropriate mode of transportation to the school being requested. It shall not be the responsibility of the district to provide transportation;
 - f. Transfer students must meet all attendance and discipline requirements and demonstrate academic effort. Failure to meet these requirements may result in the student being returned to their attendance area school;
 - g. Transfer students will return to their attendance area school the each year or reapply to the building principal by May 15 requesting to reenroll for the following year. The principal and assistant superintendent will review the request and determine which school the student may attend;
 - h. A transfer student(s) may be returned within the first two weeks to his/her attendance area school if class numbers in the requested school exceed district-established guidelines;
 - i. Upon enrollment parents will be notified transfers are granted on a year-to-year basis. Ten days after the date of enrollment, transfers will be considered attendance area students for the remainder of the year;
 - j. One request for transfer will be granted per school year.
2. Student Safety: Transfers may occur if there is substantial evidence a student's health or safety may be compromised by attending the attendance area school. The assistant superintendent and affected building principals will rule on safety/health requests.