
DISTRICT ATTENDANCE AREAS

The establishment of attendance area boundaries for the elementary schools will be completed on an annual basis as follows:

- A. During the month of April each year, a copy of the school district policy concerning attendance area changes will be distributed to all parents of students currently enrolled at the elementary school level, and to parents of kindergarten-age students being registered for the following school year.
- B. During the month of April each year, parents of elementary school age children will be asked to provide information concerning the location of their residence by completing a “spot map” for each school age child.
- C. At the end of the school year, spot map data will be used by the school administration to determine the tentative school assignment for returning students in each grade level. This information will be distributed to the parents of returning students on or before July 1.
- D. In August, the tentative school assignments will be reviewed by the school administration and, based on current enrollment information, any necessary changes will be made prior to the notification of school assignment to all parents. The classroom assignment notification will be provided to parents at least five (5) days prior to the first day of school.

When it is necessary to move student between schools, the following criteria will be used to determine which children will be reassigned:

- 1. Special student needs (i.e., special programs, adjustment problems).
- 2. Location of residence (for exceptions see Policy 3131, District Attendance Area Transfers).
- 3. Attempt to maintain all children from the same family in the same school.
- 4. Number of in-district involuntary transfers (Has the child changed schools due to boundary line changes?).
- 5. Date of enrollment.
- 6. Previous school attended.
- 7. Transportation (can the regular bus routes transport a child to and from the school?).