



# Bullitt County Public Schools

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To: Jesse Bacon *JB*  
Superintendent

From: Ruth Esterle *RE*  
Director of Pupil Personnel

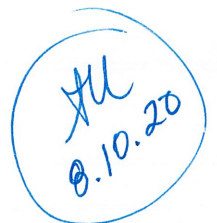
Date: August 10, 2020

Re: Tuition Policy and Procedure Updates 09.11, 09.124 and 09.124 AP.1

This is a request for Board approval for the proposed changes to Policy 09.11 School Attendance Areas, Policy 09.124 Tuition and Procedure 09.124 AP.1 Tuition. The proposed changes will remove the tuition fee charged to non-resident District full-time employees for their child to attend Bullitt County Public Schools.

These updates have been submitted to KSBA, as well as, Eric Farris.

cc: Adrienne Usher, Assistant Superintendent



## **School Attendance Areas**

### **ASSIGNED DISTRICT**

All pupils shall be assigned by geographic attendance districts and will attend the school designated to serve their area of residence. Specific areas served by each attendance district will be marked on a map in the central administration office. The Board may revise attendance districts from time to time to attain maximum utilization of school facilities.<sup>1</sup>

No student may be assigned to or required to attend a charter school by the District.

### **IF FAMILIES MOVE**

If a family moves from one attendance district to another within Bullitt County, the pupil may be permitted to finish the **school year** in the school in which s/he was last enrolled (at no cost to or service by the Board). An In-District Transfer **Application must be completed by the parent/guardian and submitted to the school Principal for approval. The below In-District Transfer Policies apply. If the move is within the District and within the last thirty (30) instructional days of school, the requirement of regular attendance, good standing with discipline, and making minimum academic progress may be waived.**

### **CLASS ENROLLMENT**

Adjustments to conform to the provisions of KRS 157.360 and 702 KAR 3:190 shall be completed under the requirements of the governing laws and regulations.

### **REQUESTS FOR TRANSFER-EVERY STUDENT SUCCEEDS ACT**

In compliance with and as set forth by federal requirements, the District shall allow students to transfer to another District school if:

1. The assigned school is designated by the state as being “persistently dangerous”; or
2. The student becomes a victim of a violent criminal offense, as determined by state law, while attending school.<sup>2</sup>

### **IN-DISTRICT TRANSFERS**

Students who reside in one Bullitt County School attendance District may request to attend another Bullitt County School based on the requirements below and provided such approval does not result in employment of additional staff, an imbalance in class size, or overcrowding in the receiving school. Transfers will be approved/denied by the building Principal based on the requirements. District level Administrators may approve a transfer in extraordinary or unusual circumstances involving the welfare of the child. These transfers are considered on an individual basis and in consultation with District level staff. The Superintendent or Designee is charged with resolving disputes regarding transfer cases.

### **Requirements to Transfer:**

- **Parents/guardians are responsible for the transportation of their child when granted a transfer to another District school. No additional bus routes will be added. Questions regarding transportation must be addressed to the Director of Transportation.**
- **Students granted a transfer must be in regular attendance (fewer than three (3) unexcused absences or three (3) unexcused tardies), be in good standing in regard to discipline, and must be making minimum academic progress (middle/high schools as defined by individual school SBDM policy and elementary schools must have an average of “Basic” standard mastery on standards-based report card).**

## **School Attendance Areas**

### **REQUIREMENTS TO TRANSFER (CONTINUED)**

- **Non-compliance with academic, attendance, or discipline requirements may result in forfeiture of future transfers or a return of the student to his/her school of residence. When possible, the return to school of residence should be made at a time that provides a smooth transition for the student.**

### **Procedures for Applying for an In-District Transfer:**

- **Applicants may pick up the Application Form for Change in School Assignment from the Board of Education office.**
- **Submit completed form to the office of the Director of Pupil Personnel by the timelines below.**
- **Notification letters will be mailed to parent/guardian once approval/denial is determined.**

### **Transfer Timeline/Information:**

- **All high schools will be open for transfer.**
- **Elementary schools and middle schools open for transfer will be identified by November 15th of each year. Only the elementary schools and middle schools with adequate building space and grade level enrollment numbers below capacity will be open for transfer.**
- **Parents/guardians may make application for an enrolled Bullitt County Public School student to transfer to another school in the District that is open for transfer for the following school year by filing a properly completed application with the office of the Director of Pupil Personnel beginning December 1. Priority will be given to applications received by January 15th. Applications will continue to be accepted up to one (1) week prior to opening day. However, applications received after January 15th shall be considered in the order received until enrollment numbers reach grade level capacity.**
- **Parents/guardians of a child entering preschool may make application for a transfer for their child to attend preschool at another school in the District by filing a properly completed application with the office of the Director of Pupil Personnel at any time after enrollment. Preschool students on a transfer shall return to their home school based on residence for Kindergarten.**
- **Once granted a transfer to an open school, parents/guardians shall have to reapply annually.**
- **Once transferred, a student can only return to his/her school of residence and cannot be granted additional transfers that school year.**

## School Attendance Areas

### TRANSFER REQUESTS FOR CHILDREN OF FULL-TIME DISTRICT EMPLOYEES

#### Employees' Children Residing Inside the District:

- The child of full-time Bullitt County Public School employees may transfer to the school to which the employee is assigned or to a school in the feeder pattern of that school. For example, a child of an elementary school teacher may transfer to the parent's school and then to the middle or high school fed by that elementary school. The child of a middle school teacher may transfer to the parent's school, any of the elementary schools that feed that school or to the high school that is fed by that school. The child of a high school teacher may transfer to the parent's assigned school or any of the schools that feed into that high school. An exception to this provision may be made with approval of the Superintendent when the employee demonstrates a valid reason that benefits the District (such as if a teacher wishes to provide before or after school academic support or sponsor extracurricular after school activity, and allowing his/her child to attend the school closest to his/her school will make this possible).
- District-wide employees assigned to the central office or associated facilities may transfer to a school in the central area feeder pattern. District-wide employees assigned to a particular location may transfer their child to the school they are assigned or to a school in the feeder pattern to which they are assigned.
- An employee's child on transfer shall not be required to change schools and feeder pattern they have transferred into when an employee's assigned work location changes as long as the parent is a full-time District employee.

#### Employee's Children Residing Outside the District:

- ~~Non-resident full-time District employees shall pay tuition to transfer their child to the Bullitt County Public Schools.~~ The child of non-resident employees may attend the employee's assigned school; a school in the feeder pattern of their assigned school; or a school in the feeder pattern nearest the typical point of entry to the District from the employee's residence.

#### Other Transfer Requests Information:

- Requests for medical transfers – Parents/guardians of children with supporting documentation from a medical doctor, nurse practitioner, psychologist or psychiatrist may make application for transfer. The building Principal will consult with the Director of Pupil Personnel, the Level Director, and the District Health Coordinator to review the transfer request and make approval decisions.
- Requests for transfer after school starts will be considered only in extreme circumstances.
- Students with disabilities may transfer within the guidelines of this policy as long as there is programming available at the transfer school that meets the specifications of the student's IEP.

### **School Attendance Areas**

#### **OTHER TRANSFER REQUESTS INFORMATION (CONTINUED)**

- **Transfers will not be approved for athletics. All transfers involving athletics will be in accordance with Kentucky High School Athletic Association (KHSAA) by-laws.**

#### **REFERENCES:**

<sup>1</sup>KRS 159.070; OAG 80394

<sup>2</sup>P. L. 114-95, (Every Student Succeeds Act of 2015); 20 U.S.C. § 6301 et seq.

KRS 160.1592

McKinney-Vento Act, 42 U.S.C. 11431 et seq.; 20 U.S.C. § 7912(a)

#### **RELATED PROCEDURE:**

**09.11 AP.22**

**Tuition****FEE TO BE CHARGED**

The Board **shall** charge a fee, according to a schedule adopted by the Board, for each student attending its schools whose parent is not a bona fide resident of the District.<sup>1</sup>

**Non-resident, full-time District employees shall not pay tuition to transfer their child to Bullitt County Public Schools.**

**REFERENCES:**

<sup>1</sup>KRS 158.120  
237 S.W. 2D 65 (1951)  
OAG 8047; OAG 91-75  
KRS 157.350; KRS 158.135  
702 KAR 7:125

**RELATED POLICIES:**

09.12; 09.125  
09.126 (re requirements/exceptions for students from military families)