

School Attendance Zones

ASSIGNED ATTENDANCE ZONES

All pupils shall be assigned by geographic attendance zones and will attend the school designated to serve their area of residence. Specific areas served by each attendance zone will be marked on a map in the central administration office. Should a school or grade reach or exceed the allowable cap size limit specified by applicable law, regulation, or policy, or should an elementary school exceed 95% of student capacity as determined by Kentucky Department of Education facilities standards, the administration shall be permitted to assign pupils from the attendance area that would otherwise apply as needed to address student/teacher ratios and school capacity/cap standards. Additionally, the Board may direct that a plan be developed by the Superintendent/designee to reduce enrollment in the school through amendments in attendance zones to be in effect at a start date determined by the Board. The Board may revise attendance zones from time to time to attain maximum utilization of school facilities.¹

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

CLASS ENROLLMENT LIMITS

In accordance with state requirements for allowable class size limits, the Superintendent or the Superintendent's designee (Director of Pupil Personnel) (DPP) shall have the authority to reassign students from their designated attendance zones.

COMMUNICATION OF SCHOOL ATTENDANCE ZONES

The District is the sole entity for the communication of school attendance zones and is not responsible for miscommunication or misrepresentation of those zones by outside parties.

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REQUESTS FOR SPECIAL PERMISSION/TRANSFERS

In a period from March 1 to May 1, elementary pupils whether residing in or living outside the District may request to attend any elementary school in the District that is below 90% of student capacity as determined by Kentucky Department of Education facilities standards. The enrollment numbers shall be based on fourth (4th) month, as certified by the Superintendent's office and Department of Pupil Personnel.

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During that same period, middle and high school pupils, whether residing in or living outside the District may request to attend any District middle or high school that is below 90% of student capacity as determined by Kentucky Department of Education facilities standards. The enrollment numbers shall be based on fourth (4th) month, as certified by the Superintendent's office and Department of Pupil Personnel.

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All special permission/transfer applications are subject to Board approved procedures.

Pupils granted transfers are subject to behavior and attendance monitoring and disciplinary action under the District Code of Acceptable Behavior and Discipline, up to and including expulsion. Special Permission/Transfer is a privilege, and it may be suspended by the Superintendent/designee. Acceptance for enrollment in subsequent years may be reviewed at the end of each school year.

School Attendance Zones

FEDERAL REQUIREMENTS*

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.²

IF FAMILIES MOVES

If a family moves from one attendance zone to another within the school system, students will have the option to finish the school year in the school in which s/he is currently enrolled, however, transportation will not be provided. The pupil must enroll the following year in the school in the attendance zone of his/her legal residence.

~~If a family (or emancipated/married student) moves three (3) weeks after the first day of school from one attendance zone to another within the school system, 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). A letter requesting to stay must be submitted and approved by the Director of Pupil Personnel. The student should maintain a “C” average (cumulative through the student’s previous trimester), furnish his/her own transportation, and not become a discipline or truant problem.~~

~~High school seniors and high school juniors who move from one attendance zone to another during the course of their senior year or junior year shall be permitted to graduate from the school where they were last enrolled provided they have a “C” average (cumulative through the student’s previous trimester), furnish their own transportation, and are not discipline or truant problems.~~

~~Students who attend a school other than their assigned school shall provide their own transportation to and from school.~~

REQUESTS FOR SPECIAL PERMISSION/TRANSFERS

~~Requests for transfer to another District school shall be presented in writing to the Director of Pupil Personnel. A secondary student (grades 9-12) can move only at the start of the school year. All schools are open for transfers.~~

~~Attendance purposes, not staffing:~~

- ~~• Primary ————— 24~~
- ~~• 4th ————— 28~~
- ~~• 5th/6th ————— 29~~
- ~~• 7th-12th ————— 31~~

~~Transfers would be based on:~~

- ~~• Class size/CAPS~~
- ~~• The parent/student furnishes transportation~~
- ~~• All outstanding fees/charges have been cleared at the assigned school.~~

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School Attendance Zones

REQUESTS FOR SPECIAL PERMISSION/TRANSFER (CONTINUED)

- ~~The child is not a discipline problem (as determined by the Principal)~~
- ~~The child is not an attendance problem~~
- ~~A transfer does not cause the receiving school to go up or need additional teaching units~~
- ~~The child may transfer only once at each level (elementary, middle, secondary)~~

~~Requests are to be made in writing to the school you are applying to attend by the deadline established by the Director of Pupil Personnel.~~

~~The Principal, after consulting with the DPP, will approve or not approve requests.~~

~~The secondary student (9-12), once approved and attending Madisonville North Hopkins or Central High School, may not transfer back to the school exited. However, the student may transfer the following year back to his/her home school. There will be no transfers between schools once the school year starts unless there is a change of address or for educational reasons approved by the Superintendent.~~

~~Parents are notified that a transfer is a privilege, and it may be suspended under special circumstances by the Superintendent. In addition, if the class is over caps, the child will be returned to the home school. Approval is contingent upon the class(es) not exceeding the maximum class size the first trimester of school.~~

~~Special permission shall be requested on an annual basis.~~

~~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.³~~

EXTENUATING CIRCUMSTANCES

Special Permission/Transfer requests due to physical, psychological, educational reasons, family hardship, or other extenuating circumstances must be approved by the Superintendent/designee and may be considered at any time, without regard to procedural limitations. Such placement decisions will be addressed on a case by case basis.

REFERENCES:

- ¹KRS 159.070
- ²P. 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)
- OAG 80-394

RELATED POLICIES:

- 03.127; 03.226

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