

## ATTENDANCE BOUNDARIES

Individual school attendance boundaries shall be defined by the Board upon recommendation of the Superintendent. The Board shall be committed to a student-centered approach when defining school attendance areas. Adjustments or changes to zones shall be made whenever the District determines that there is a need to balance student loads, to distribute programs among schools for efficient use of facilities, to ensure a comparable composition of students among campuses, or when it is determined to be in the best interests of the students involved.

The purpose of establishing attendance areas shall be to:

1. Provide for a comparable demographic balance of students;
2. Maximize the use of existing facilities;
3. Allow for future growth;
4. Provide for the efficient use of both the maintenance and operations and debt service budgets
5. Allow campuses to house students safely and provide adequate services to all students.

## DEFINITIONS

For purposes of this policy:

- “Capacity” refers to the maximum functional capability of the school building for a particular school and student population, adjusted by a scheduling factor, taking into account the number of core seats in the building and not counting temporary buildings on site.
- “Core capacity” shall mean common spaces and large instructional spaces within the physical plant of the building including, but not limited to, commons areas, hallways, dining areas, gymnasiums and library/media centers.

## DECISION PRINCIPLES

The Board shall strive to set boundaries that withstand time and provide families with stable progression through district schools whenever possible. To that end, the following principles shall be among the factors considered in making attendance area changes where feasible:

- Maintain diverse populations and ensure comparable composition of students at the secondary (grades 5-12) level;

- Utilize projected student enrollment and building capacity as principle measures for determining efficient use of educational facilities;
- Promote reasonable balancing of enrollment among schools to avoid overutilization or underutilization of facilities;
- Consider anticipated construction and residential growth within the community;
- Consider the fiscal impact and the minimization of future capital and operational budget costs;
- Consider students' proximity to a campus and promote safe and reasonable walking zones to encourage healthier students;
- Minimize the number of repeated attendance area changes over a particular time period for students in a particular school, neighborhood, or community;
- Utilize natural and man-made elements (e.g., highways, creeks, drainage ditches, and the like) as boundaries; and
- Consider the unique needs of the student population at a given campus, which may not be reflected in the data alone.

#### ANNUAL ENROLLMENT REVIEW

Every January the administration shall review facilities and enrollment projection data, including current demographic data and updated five-year enrollment and school capacity projections.

Appropriate District staff shall review the enrollment and demographic composition of each school and utilizing the criteria listed below shall determine whether the school can remain at status quo or whether alternative student enrollment options should be initiated.

#### CONSIDERATIONS

A school shall be considered adequately utilized so long as its enrollment falls between 85 percent and 115 percent of its capacity.

Schools at the same level (intermediate, middle and high school) shall be considered to have a comparable composition of students if the difference in the current proportion of economically disadvantaged students among the campuses on that level is equal to or less than 15 percentage points.

Additional criteria utilized in making this determination shall include, but are not limited to, the following:

- Welfare, health, and safety of students and staff;
- Current classroom utilization and programs such as prekindergarten, bilingual education classes, special education classes, and programs of choice at the school;
- Number of transfers into the school from outside the attendance area;
- Space for temporary classrooms;
- Financial considerations including operating costs; and
- Anticipated residential growth in the community.

Based upon this review, the administration shall consider whether each school can remain at status quo or whether alternative student enrollment options or facility utilization options must be implemented.

#### ALTERNATIVE STUDENT ENROLLMENT OPTIONS

If the administration determines alternative student enrollment options are necessary for a school, the Superintendent shall determine which of the following options are to be initiated:

1. Limiting transfers, which may include choice students, in or out of the school consistent with Board policy;
2. Moving programs to or from the school;
3. Moving temporary classrooms on or off the campus; or
4. Capping enrollment at the campus.

#### FACILITY UTILIZATION OPTIONS

If the administration determines that changes beyond the alternative student enrollment options above are necessary, additional facility utilization options will be considered. The Superintendent shall determine which of the following options shall be recommended to the Board:

1. Initiating school attendance boundary changes consistent with this policy;
2. Consolidating or closing a school;
3. Constructing an addition to a school; or
4. Constructing a new school.

The administration, with staff support, shall engage the community to examine the data and facility utilization options.

The administration shall present final recommendations to the Board for approval.

#### BOUNDARY ADJUSTMENT PROCESS

All attendance zone recommendations shall be considered using the attendance zone decision principles in this policy.

The administration shall develop a recommendation for new attendance zones, including maps, demographic and capacity data and other pertinent information for the attendance zone for the school board's initial consideration.

Board members shall study the maps and information and seek clarification of any questions they may have. The Board may choose to modify any part of the administration's recommendation. The board shall adopt preliminary recommendations for new school boundaries.

Prior to adoption of final attendance boundary changes, the Board will share the preliminary recommendation(s) with the public and will gather feedback related to those recommendation(s). The Board will determine the manner in which they will receive feedback on the preliminary recommendation(s).

When a new school opens, students in its attendance area shall be assigned to the new school. Exceptions to this general rule are as follows:

1. New high schools generally open without a junior or senior class; therefore, juniors and seniors when the new school opens may remain at their former schools.
2. When a new elementary, intermediate or middle school opens, students entering their last year on that campus (Grades 4, 6 or 8) may continue at their former school. Transportation shall not be provided by the District.

#### EMERGENCY PROVISION

In emergency situations, as determined by the Board, boundary changes may be adopted upon recommendation of the Superintendent without invoking the process established by this policy.