

Section: Students

Subject: School Attendance Areas

P-5117

**Board Policy
Milford Public Schools
Milford, CT**

The Milford Board of Education shall establish school attendance areas to facilitate educational programming, to ensure equity and balance, and to use existing facilities with optimum effectiveness. Students shall attend the school they are assigned to as designated by the boundary of the school attendance area in which they reside.

I. Exceptions

- A. Exception to this policy may be granted within the sole discretion of the Superintendent or his/her designee and will only be considered in the following cases:
 - 1. Special Education Planning and Placement Team (PPT) decision;
 - 2. Where significant extenuating circumstances exist and can be demonstrated.
- B. The following factors are not regarded as valid reasons for exception to this policy, and shall not be considered:
 - 1. Previous attendance at the desired school by the student except as stated herein;
 - 2. School attendance of brothers, sisters or friends;
 - 3. Place or time of employment of parent(s), guardian(s) or student;
 - 4. School start/end time preference;
 - 5. Convenience of family or student;
 - 6. Athletic team preference;
 - 7. Preferred school, program, or staff;
 - 8. Availability of space in the preferred school as the sole reason.
- C. No request will be granted if it causes an overcrowded classroom, program, or the need for an additional teacher or extra staff.

II. Request and Approval Procedure

- A. Parents requesting exception to this policy must fill out a Request for Out-of-Attendance Area form and submit it to the Superintendent's office by May 1st. Parent(s)/guardian(s) will be notified of the decision no sooner than July 1st each year.
- B. Exceptions, if granted, are done so for one year only. The parent(s)/guardian(s) of an out-of-attendance area student must re-apply to the Superintendent by May 1st each year, requesting extension of permission to remain at the out-of-attendance area school for the next school year. The Superintendent or his/her designee shall apply the same criteria as stated above in deciding on the request for extension. Parent(s)/guardian(s) will be notified of the decision no sooner than July 1st each year.

III. Requirements/Criteria To Remain In Good Standing At The Out Of Attendance School

- A. An out-of-attendance area student must remain in good standing or this privilege may be revoked by the Superintendent or his/her designee upon the recommendation of the school principal.

Good standing shall be defined as:

- 1. Maintains acceptable behavior
- 2. Remains in good academic standing
- 3. Does not have excessive absenteeism
- 4. Is not habitually tardy.

IV. Transitions between School Levels

- A. When a student attending an out-of attendance area elementary school completes 5th grade, he/she will be required to attend the middle school to which he/she is assigned based upon his/her residence.
- B. When a student attending an out-of attendance area middle school completes 8th grade, he/she will be required to attend the high school to which he/she is assigned based upon his/her residence.

V. Change in Residence During a School Year

- A. A student whose family moves their residence after the start of a school year to another attendance area within the district may, with the approval of the Superintendent or his/her designee, continue attending the school in which he/she is enrolled until he/she has completed that grade level, i.e., elementary, middle, or high school. Upon completion of that school level, the student will be required to attend his/her assigned school for the next school year based upon his/her new residence.
- B. In all cases a younger sibling shall be permitted to attend a school out of his/her attendance area if his/her older sibling is simultaneously in attendance at that level for at least one year. The younger sibling shall be permitted to remain at that school until he/she has completed that grade level.

VI. Transportation

In all cases, transportation for an out-of-attendance area student shall be the sole responsibility of the parent(s)/guardian(s). District transportation will not be provided under any circumstances except where required by a Special Education PPT.

VII. Grandfathering of Students Currently Placed in Out-of-Attendance Area Schools

- A. Any student who was granted permission to attend an out-of-attendance area school for the 2015-2016 school year and those granted permission for the 2016-2017 school year will be “grandfathered” and allowed to remain at that out-of-attendance area school until he/she has completed that grade level, i.e., elementary, middle or high school.
- B. When a grandfathered student completes that grade level, i.e., elementary, middle or high school, he/she will be required to attend his/her assigned school within the attendance area where he/she resides for the next grade level and going forward.
- C. This “grandfather” provision shall apply to younger siblings coming up through the system only if the upcoming sibling will be at the same level, at the same time, as his/her older sibling in which case he/she will be permitted to attend the same school as the older sibling and remain there until he/she has completed that grade level, i.e., elementary, middle or high school. This “upcoming sibling” grandfather provision shall apply through the 2019-2020 school year.

VIII. This Policy and all provisions will take effect on the first day of the 2016-2017 school year.

Legal Reference: Connecticut General Statutes
 10-55 Pupils to attend regional school
 10-226a Pupils of racial minorities
 10-226b Existence of racial imbalance
 10-226c Plan to correct imbalance
 10-226d Approval of plan by State board

Policy Adopted: February 14, 1995
1st Revision Adopted: April 11, 2016