

SECTION 7 - STUDENTS

7:30 Student Assignment and Intra-District Transfer

Attendance Areas^{C1}

Each school within Geneva 304's boundary has a specific attendance area.

- At the pre-k level, all students who live within the district boundary are eligible to attend.
- At the elementary level, the district is divided into geographical school attendance areas, and students living in a given school attendance area are assigned to that school.
- At the middle school level, the district utilizes a *balanced enrollment* model that assigns students to one of our two middle schools on our shared middle school campus.
- At the high school level, all high school students who live within the district boundary are assigned to that school.

The School District is divided into school attendance areas. The Superintendent will:

1. Review the boundary lines and attendance areas annually and recommend to the Board of Education any changes or revisions for existing units; or
2. Create new units using a lens that considers preventing segregation and the elimination of separating students in the District's schools because of color, race, or nationality.

The Superintendent or designee shall maintain a map of the District showing current school attendance areas. All records pertaining to the creation, alteration, or revision of attendance units are open to the public. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to policy 6:140, *Education of Homeless Children*.

Transfers Within the District

On a case-by-case basis, the Superintendent or designee may approve a student's transfer to or enrollment in a school other than that within whose attendance area the student resides provided that the Superintendent or designee determines that, due to particular facts and

circumstances of the case, it is necessary to better protect the health, safety, or well-being of the student.

1. A student may not transfer to an attendance center that exceeds or, as a result of the transfer, would exceed its attendance capacity.
2. A student may not transfer to an attendance center for which the Board has established academic criteria for enrollment, if the student does not meet the criteria, provided that the transfer must be permitted if the attendance center is the only attendance center serving the student's grade that has not been identified for school improvement, corrective action, or restructuring under Section 1116 of the Federal Elementary and Secondary Education Act of 1965.*

**Please note that State law allows for this exception. However, Federal regulation provide that a District may not state "lack of capacity" as a basis to deny a transfer. As a result, the District should consult with the Illinois State Board of Education regarding compliance if attendance capacity is an issue.*

3. A student may not transfer to any attendance center if the transfer would prevent the District from meeting its obligations under a State or federal law, court order, or consent decree applicable to the District.

Class Assignments

The Superintendent or designee shall assign students to classes.

LEGAL REF.:

[105 ILCS 5/10-21.3](#), [5/10-21.3a](#), and [5/10-22.5](#).

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

Geneva CUSD 304

PRESSPlus Comments

- C1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:
- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
 - Update the policy language due to changes in local conditions
 - Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

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