



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

**11B. Report**

**Date: February 11, 2010**

**SUBJECT: STUDENT TRANSFER PROCESS**

**BOARD GOAL: All systems in the Keller Independent School District will be effective, efficient, and accountable in support of the district’s mission.**

**FISCAL NOTE: Budgeted funds**

**Background Information:**

- Student transfers are allowed based on FDB (Local) and (Legal) for students who meet the qualifying criteria, have an extenuating need, and there is campus capacity as outlined in the district’s regulation.
- Transfer requests are allowed at anytime on-line and there is no longer a “window” for transfer requests.
- The KISD student transfer site has been active and a number of student transfer requests have been filed in response to redrawing attendance zones and the opening of the 5-8 campus.
- 2009-2010 transfer requests are being processed in accordance with the existing guidelines, and requests for next academic year will be considered in April and May with the notifications going out in June.
- Baseline consideration in all transfer requests is the creation and maintenance of neighborhood schools, and the consistency developed by a K-12 corridor a student has access to with neighborhood students and a local school.

**Administrative Considerations:**

- Transfers are considered by the home campus, receiving campus, and the Executive Directors of Administration.

**Communication Deployment:**

- Board Meeting Minutes
- On-Line Question & Answer Document for Student Transfers
- On-Line Student Transfer Site

+++++

Respectfully submitted,  
Executive Directors of Administration