

SCHOOL CHOICE PLAN REVISIONS

SCHOOL BOARD MEETING – February 18, 2021-APPROVED

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A. Background

The Santa Rosa County School District serves approximately ~~28,000~~ 29,000 pre-kindergarten through grade twelve students in ~~33~~ 34 school centers. These centers include 1 Pre-K center, 17 elementary level schools, 7 middle schools, 6 high schools, 1 K-12 combination school, 1 technical center, ~~1 K-8 school~~ and 1 adult school. The district strives to ensure both equal educational opportunities and facilities at all school centers. All school centers in accordance with the comprehensive technology plan have access to the Internet through the district wide area network. Local area networks in all schools, support classroom computers and/or computer labs. All schools have instructional television accessible to all classrooms. The ~~PDC~~ Office of Professional Learning provides in-service to teachers on state-of-the-art technology in two locations (one in the north end of the district and one in the south end of the district).

While the district has no magnet schools, the district has the best of both worlds. This district uses the state adopted standards in the state approved curriculum areas and has high expectations for all students. However, site-based decision making with input from all stakeholders, strongly encourages innovative programs to achieve these expectations. Schools, through the Continuous Improvement Model, plan and implement programs to meet the specific needs of their students and community. A strong network of administrators and teachers ensure that innovations that work are rapidly replicated, ~~frequently~~ with appropriate modifications at other schools. The district staff organization, with directors for elementary, middle, and high schools, workforce education, Continuous Improvement, Title 1 and Federal Programs, facilitates networking among school administrators. These directors meet on a monthly basis with site administrators of that level. A major portion of each meeting is devoted to sharing ideas and discussing common concerns. As a result, a strong basic similarity exists in the curriculum and instruction programs/material within schools with similar grade configurations.

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1. Stewart B. McKinney-Bruce Vento Act School of Origin

- (a.) To the extent feasible, keep a child or youth experiencing homelessness ~~or a child or youth in foster care placement~~ in their school of origin, except when doing so is contrary to the wishes of the child's or youth's parent or guardian or it is determined by the district McKinney-Vento Liaison and child welfare agency that school of origin transportation is not in the best interest of the child;

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3. Parent Request for Student Transfer (In-County and Controlled Open Enrollment)

- (b) The Request for Student Transfer (In-County and Controlled Open Enrollment) period is from ~~April 10th – May 25th~~ April 9th – May 24th.

d. Students who have siblings enrolled at a school other than their residentially zone school may apply for reassignment to that same school based on sibling support. The student must be attending the school the same year as the requested reassignment. Students assigned for sibling support may remain at the assigned school until they change levels.

All Florida Residents

c. All other decisions on ~~whether or not~~ **whether** to recommend the transfer to the Santa Rosa County School Board for action is based solely on available capacity* at the requested school.

D. Transportation

(1) Transportation will be provided for students assigned by the district to special programs such as Exceptional Student Education (ESE). ~~and English Language Learners (ELL).~~

E. Application Process

(1) Stewart B. McKinney-Bruce Vento Act School Choice Option

If a parent informs the school or district (through the enrollment process) that they are claiming homeless status, or it is determined by the district from information provided by the parent (by the resident information survey completed annually) that the student could possibly be eligible for services relating to the *Stewart B. McKinney-Bruce Vento Act*, the student is referred to the Santa Rosa District School's ~~Coordinator~~ **Director** for Federal Programs program to coordinate services.

F. Application Timelines

Parents may choose at any time during the year to apply for the School Choice Programs available with the exception of Controlled Open Enrollment. Parents may submit an application for a school transfer request ~~beginning April 10th – May 25th~~ **April 9th – May 24th** for the beginning of the subsequent school year. Applications submitted after ~~May 27th~~ **May 25th** may be held until enrollment numbers can be evaluated for the upcoming school year unless the parent/student has established residence in Santa Rosa County.

Target Timeline for School Choice Determinations

Draft School Choice Plan to School Board

Post Capacity Chart and Plan on website

Application Window

Controlled Open Enrollment Application Closed

In-County, Court Orders, Military Preference
to Board

Parent/Guardian Notifications Begin

February School Board Meeting

~~April 10, 2020~~ **April 9, 2021**

~~April 10-May 25, 2020~~ **April 9-May 24, 2021**

~~May 25, 2020~~ **May 24, 2021**

May School Board Meeting

First Day After May School Board Meeting

Consider Controlled Open Enrollment Request/Lotteries	May 15 — May 29, 2020 May 14 -May 28, 2021
Controlled Open Enrollment Transfers to Board	First June School Board Meeting
Parent/Guardian Notifications Begin	First Day After First June School Board Meeting

H. ~~Parental Involvement~~ Parent and Family Engagement

Each school site establishes a School Advisory Council (SAC) which reviews school policies/ procedures and advises the schools in total school operation. The SRCSB encourages each SAC to review the district’s policy regarding School Choice Plan options and make recommendations regarding the Plan. The members of the SRCSB are elected by popular vote from the designated five districts within Santa Rosa County. As representatives of their respective districts, the Board members review the School Choice Plan and make recommendations regarding the guidelines and implementation. The SRCSB has the ultimate decision approving the School Choice Plan.



Santa Rosa County District Schools

Request for Student Transfer Instructions – All Students

1. Students may be reassigned to a school outside of their residential zone with the approval of the Santa Rosa County School Board. The **Request for Student Transfer** form must be completed by a custodial parent or court-awarded guardian. A separate form must be completed for each child requesting a transfer.
 - a. The request for a transfer is initiated by completing this form. All schools will have the Request for Student Transfer form available and the form is also available on the district's web page, <https://www.santarosa.k12.fl.us/choice/>.
 - b. The request for transfer period is from ~~April 10th – May 25th~~ **April 9th – May 24th**. The district grade level director will notify custodial parent or guardian of a decision for the upcoming semester by **June 7th**. The parent/guardian is responsible for submitting the form to the district grade level director at the Douglas A. Dillon Administrative Center, 6032 Highway 90, Milton, Florida. The request will be presented to the Santa Rosa County School Board for action.
 - c. All requests not granted as an In-County transfer will be considered based on criteria found in the Controlled Open Enrollment Plan section of the School Choice Plan.
<https://www.santarosa.k12.fl.us/choice/>.
Requests for transfers under the Controlled Open Enrollment Plan are based solely on available space based on capacity of the requested school. The district will publish each school's capacity on its website <https://www.santarosa.k12.fl.us/choice/>. If the number of transfer requests is greater than existing capacity at a requested school, a lottery will be conducted from all requests submitted after the In-County Reassignments, Court Orders, and Military Preference have been decided. These determinations will be made no later than **June 15th**.
2. Transfers are considered individually and approved granted on space availability and in accordance with the Student Progression Plan sections 4.111, 5.109 or 6.112, and the Santa Rosa County School Choice Plan. A transfer is not a matter of right and is granted at the discretion of the School Board. If the recommendation to the School Board is to deny the request for the transfer, the parent may address the School Board.
3. The Santa Rosa County School District is NOT responsible for the transportation of students whose request for transfer has been approved.
4. **An approved transfer request shall be for the duration of that child's completion of the highest grade at the school to which the child has been reassigned.**
5. A new request must be submitted when the student progresses from primary school to intermediate school, elementary school or intermediate school to middle school, or from middle school to high school.
6. The eligibility of high school students to participate in interscholastic athletics is controlled by the regulations of the Florida High School Activities Association. Procedures for athletic eligibility will be initiated by the school to which the student is assigned, if applicable.
7. No request for transfer will be processed for a student for whom disciplinary action is pending.



Santa Rosa County District Schools

Request for Student Transfer Instructions – All Students

Read the preceding page, "Request for Student Transfer" carefully before completing this application.
A Request for Student Transfer MUST be submitted separately for **EACH** child.

Student Information

Student's Full Name: _____

Grade Level for School Requested: _____ Present Grade: _____ Age: _____ DOB: _____ / _____ / _____

Is this student in Exceptional Student Education (ESE)? ☐ Yes ☐ No

County of residence*: _____ (* Non-residents of Santa Rosa

County may only request a transfer through the Controlled Open Enrollment Plan)

Present Address Zoned for Which School: _____

School Requested: _____ School Presently Attending: _____

Parent/Guardian Information

Name of Parent/Guardian With Whom Student Resides: _____

Residential Address: _____ Apartment/Unit #: _____ Telephone: _____ / _____ / _____

City: _____ State: _____ ZIP Code: _____ Cell/Work Telephone: _____ / _____ / _____

Reason for Request

In-County Residents

- ☐ **Medical Need** – Attach supporting documentation from diagnosing Physician.
- ☐ My child currently attends the requested school but we have moved into another school zone.
- ☐ The following academic/extracurricular program (a continuum of courses over multiple years) exists in the requested school and is not available in the school in my residence zone: Program: _____

☐ **Sibling Support** – My child has a sibling who currently attends requested school. The sibling's name is _____ . I am the legal parent/guardian of both students ☐ Yes ☐ No

All Applicants

- ☐ **Court Order** – Attach a copy of official court documentation.
- ☐ **Military Preference** – Attach a copy of most recent orders.

Out-of-County residents or In-County residents not meeting other criteria for reassignment

☐ Controlled Open Enrollment

I understand that providing false information shall invalidate a Request for Student Transfer that has been approved by the Santa Rosa County School Board.

I declare that to the best of my knowledge all the information included in this transfer request is true and correct. I further give permission for any and all records, including disciplinary, on the above named student to be released to appropriate personnel of the school to which I am requesting a transfer.

Parent/Guardian Signature

Date



Santa Rosa County District Schools

This Page For District Use Only

Date Transfer Request Received: ____/____/____

Received By: _____

Transfer Request Details

Enrollment Capacity for School Requested: ____ Projected/Current Enrollment of School Requested:

School: ☐ Open ☐ Closed Entered in Controlled Open Enrollment Lottery: ☐ Yes ☐ No

Success in Lottery: ☐ Yes ☐ No

DECISION

In-County Requests

☐ Meets In-County Criteria, Request **Approved**

☐ In-County request **Denied**, but will be considered under the Controlled Open Enrollment Plan

☐ In-County request **Denied**, Controlled Open Enrollment window closed.

☐ Court Order, Request, **Approved**

☐ Court Order, Request **Denied** (supporting paperwork missing) but will be considered under the Controlled Open Enrollment Plan

☐ Military Preference **Approved**

☐ Military Preference **Denied** (supporting orders missing or not active duty) but will be considered under the Controlled Open Enrollment Plan

Controlled Open Enrollment Requests

☐ Request **Approved**, requested school has capacity, no lottery necessary.

☐ Request **Approved**, per lottery selection, requested school has capacity.

☐ Request **Denied**, requested school **does not** have capacity.

☐ Request **Denied**, because student not selected through Controlled Open Enrollment Lottery.

Parent/Guardian has been notified of this decision? ☐ Yes ☐ No Date of Notification: ____/____/____

Notification Method: ☐ Letter/Email ☐ Phone ☐ Conference

Signature of Grade Level Director

Date