

## Student Transfer Policy

Effective January 1, 2022

Board of Education Approved November 1, 2021

### **Acceptance of Transfers**

Avant Public School will accept transfers unless classroom capacity is met, disqualification due to attendance or student discipline, or if we do not otherwise have resources available to accommodate a student. The capacity will be reported to the Oklahoma State Department of Education on the first day of January, April, July, and October. Transfers will be accepted at any time throughout the year. Transfers will be accepted in the order in which they are submitted.

### **Military**

A student who applies for a transfer and whose parent/guardian is an active member of the military or a member of the military reserve on active duty cannot be denied a transfer because of capacity limitations.

### **Capacity**

Avant Public School capacity shall be set as follows:

Preschool: 15 students

Kindergarten: 15 students

1<sup>st</sup> grade: 15 students

2<sup>nd</sup> grade: 15 students

3<sup>rd</sup> grade: 15 students

4<sup>th</sup> grade: 15 students

5<sup>th</sup> grade: 15 students

6<sup>th</sup> grade: 15 students

7<sup>th</sup> grade: 15 students

8<sup>th</sup> grade: 15 students

This may be changed by the Board of Education as recommended by the Superintendent.

### **Good-Standing Ruling**

While transfers are only good for one year, those families who remain in good standing will be automatic applicants each school year.

**Denial Process**

If a student is denied a transfer the parents or legal guardians have 10 days to appeal the decision to the board of education. The board must consider this appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. If notice is after the deadline for posting, the board must consider the appeal at a special meeting of the board of education. The appeal process will occur in executive session to protect the student's privacy. The process will require the parents to come before the board of education in-person at the scheduled date and time to make their appeal known. At this time, the school will also present reasoning for the denial of the transfer. The board of education will then make the final decision concerning the transfer. At this point, the parents may appeal to the state Board of Education within 10 days of the school district's Board of Education decision. The state Board of Education will follow their rules and procedures for this process.

**Transportation**

Avant Public School may not provide transportation outside of district boundaries. However, transfer students may arrange to meet the bus at a designated bus stop within district boundaries.