

# F33-L Intradistrict Choice Policy PROCEDURES

## TIMELINE

Regular Applications	
October - January 15	Parents/guardians of children currently in grades <b>PK4 - 7</b> apply for intradistrict choice for the following year.
February	<p>Applications reviewed and acted upon. <b>Parents notified of district decision by the second Friday in February. Parents to notify the district of their decision to accept or reject the offer by the fourth Friday in February.</b></p> <ul style="list-style-type: none"> <li>• Applications will be reviewed by evaluating the capacity of the requested school, based on current enrollment. If honoring the request causes class size to expand to 18 students per teacher in grades K-3, or 23 students per teacher in grades 4-8 (two fewer than the maximum class size established in VT Education Quality standards<sup>1</sup>) a request may be considered to exceed the capacity of a particular school and denied. The composition and needs of an individual class will also be considered in determining the capacity of that class.</li> <li>• Rejected applications may, upon parent/guardian request, be held until the week before school starts for reconsideration.</li> </ul>
Late Applications	
February - Seven Days Before the Start of School	Applications to Superintendent via U.S. mail or email may be responded to immediately, if it appears clear that such a response will not result in exceeding the capacity of a particular class/school, or may be held until seven days preceding school's commencement, if deemed necessary to ensure that honoring such a request does not exceed the class size capacity within the requested school.
Opt Out of IDC for Following School Year	
Up to Seven Days Before the Start of School	If a current IDC student attending a non-resident school wishes to opt out of IDC and return to the resident school for the following school year, the guardian must submit a written request to the Superintendent no later than seven days before the start of the school year.

<sup>1</sup> Vermont Education Quality Standards,  
<http://education.vermont.gov/sites/aoe/files/documents/edu-state-board-rules-series-2000.pdf>, (section 2121.2. Staff, paragraph 4)

Applications During School Year	
Ongoing	Applications will <b>ONLY</b> be accepted during the current school year for: <ol style="list-style-type: none"><li>1. Families that move into the HUUSD from outside the district</li><li>2. Families that move from one HUUSD town to another and wish to remain at the originating school</li><li>3. Families with other circumstances, per these procedures</li></ol> They will be considered on an individual basis with consideration given to space and resources in the requested school and classroom. The Superintendent will make the final decision, within a reasonable timeframe.

When considering applications, priority will be given based on the date and time of submission.

[Article 13 of the HUUSD](#) Articles of Agreement will be considered when reviewing requests. Thus, factors including, but not limited to, transportation, socio-economic equity, proximity to the selected building, unity of siblings, and the capacities of receiving schools and sending schools will be considered. Tuitioning students coming from school districts not operating a school will be given priority before intradistrict choice students when determining enrollment.

#### **PERMANENCY OF REQUEST & FUTURE NEEDS**

If resident enrollment changes between February and the start of the school year, or during the school year, approved intradistrict school choice status will not be revoked. If needs arise, based on changes in resident student enrollment after February, administration may explore staffing changes to meet needs. In such cases, resident and intra-district choice students shall be considered equally.

Once annual intradistrict choice is approved, it will not be revoked unless a parent/guardian requests a change of enrollment following F-33L Intradistrict choice, K-8.

#### **PRESCHOOL**

Universal preschool, as identified by Act 166, shall not be considered intradistrict choice as defined within this policy and procedure.

#### **Resources:**

- From [HUUSD F-33L Intradistrict choice, K-8](#)

“Choice may be limited only where necessary to the legitimate operational needs of the District and any applicable legal requirements, and limitations may be imposed only in conformity with the criteria set out in Article 13 of the Articles of Agreement.

Students residing within the HUUSD must be enrolled in the school of choice at least seven days before the first day of the school year. Parents or guardians who move to the HUUSD during the school year must immediately enroll students in an HUUSD school of their choice. Parents or guardians who move within the

HUUSD during the school year may exercise choice upon changing residence and must do so by giving written notice to the sending school and the chosen receiving school.

Bus transportation shall be made available where possible, but not as a matter of right.

A student enrolled in a school of choice shall remain enrolled in that school for the full school year. Requests to change schools during the existing school year must be submitted in writing to the Superintendent of Schools and may be approved only where extenuating circumstances are shown.

Where a parent or guardian disputes the denial of a choice or transfer request, the parent or guardian may make a written appeal for review by the Board of School Directors. The Board's determination shall be final."

- From [HUUSD Articles of Agreement](#): Article 13: Choice

The Board of School Directors shall develop policy and programs for offering intradistrict choice to the families or guardians of students matriculating in grades for which the Unified District operates multiple buildings as soon as practicable. Choice may be limited only where necessary to the legitimate operational needs of the Unified District and any applicable legal requirements. Policies respecting choice shall consider issues including, but not limited to, transportation, socio-economic equity, proximity to the selected building, unity of siblings, and the capacities of receiving schools and sending schools.

- [HUUSD G-14. Class Size](#)

- From VT [Education Quality Standards](#):

Classes in grades K-3, when taken together, shall average fewer than 20 students per teacher. In grades 4-12, when taken together, classes shall average fewer than 25 students per teacher. The total class roll of a teacher shall not exceed 100 students, except where the specific nature of the teacher's assignment (such as in certain art, music, or physical education programs) is plainly adaptable to the teaching of greater numbers of students while meeting the educational goals of the program.