

ADOPTED JANUARY 29, 2002
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Descriptor Code:
4.2330

Descriptor Term:
ASSIGNMENT OF STUDENTS

Legal References: G.S. 115C-366, -367, -368, -369, -370

Cross References:

Permission for a resident student to attend a school other than the school to which the student has been assigned by the board will be considered upon receipt of a written request from the parent or guardian of a student. Any request for reassignment granted by the board of education will be valid from the year of approval and will remain in effect through the grade span offered in that particular school.

A. Requirements for Reassignment

In making decisions regarding the reassignment of resident students the following criteria must be met:

1. There is space available within the appropriate program and facility of the requested school. The board of education will determine in which schools additional students may be assigned for the ensuing year. The determination shall be made no later than the June board meeting.
2. A parent or guardian must show an extreme hardship in the student attending the school assigned by the board. Hardships may include:
 - Change of residence: A pupil may be reassigned if his or her residence is changed and if this change results in his or her living in another school attendance area. The pupil has the option of attending the school to which he or she was originally assigned or attending the school serving the area in which he or she now lives. If the student elects to remain at the original school, he or she may be allowed to do so for the remaining grades in that particular school.
 - A pupil may be reassigned due to the student's physical, mental and/or emotional well being, family economic reasons or education deprivation, if such transfer is in the best interest of both the pupil and the schools that are affected.
3. Homeless students: According to the student's best interest, Catawba County Schools will continue a student's education in his or her school of origin for the duration of homelessness-
 - Where a family becomes homeless between academic years or during an academic year; or
 - For the remainder of the academic year, if the student becomes permanently housed during an academic year; or
 - Enroll the homeless student in any public school that non-homeless students who

live in the attendance area in which the child or youth is actually living are eligible to attend.

4. The Catawba County Board of Education provides the following options for students whose parents or legal guardians are full-time, permanent employees (six months or more of employment receiving benefits) of the school system: (Reference Board of Education Policy 7.3100 – Administrative Procedure)

Option 1:

Employees assigned to a specific school may request the assignment of their child(ren) to that school or to a school within that school district.

Option 2:

Employees assigned to a non-school site (central office, maintenance, transportation, etc.) may request the assignment of their child(ren) to a specific school to accommodate child care needs, transportation needs, or other needs as deemed applicable by the superintendent's office.

Option 3:

Employees assigned to a specific school may request the assignment of their child(ren) to a school or school district other than the one within which they work if there are compelling reasons related to child care supervision, transportation or other needs as deemed applicable by the superintendent's office.

5. Transfer requests will be accepted only from students who are in good standing in their present school.

B. Transportation

Students reassigned in accordance with this policy will not be furnished bus transportation. All transportation from the student's residence to the school must be furnished by the student or parents. Exceptions may be made in the following circumstances:

- Transportation may be furnished for K-8 transfer students who are provided day care services within the district of the assigned school. If space is available, the student may be transported by school bus to and from school at the point where child care is provided within the school district.
- Transportation for students with identified exceptionalities will be provided in accordance with the State Board adopted Procedures Governing Programs and Services for Children with Special Needs. All students with disabilities will be provided all rights as provided by law.
- Transportation for homeless students will be provided in accordance with the requirements

of the McKinney-Vento Homeless Assistance Act

C. Notice

Application for reassignment/transfer shall be made on a form prescribed by the board of education. If the application for reassignment/transfer is denied, the parents or guardians will be notified by certified mail, and the parents or guardians may within five days after receipt of such notice apply to the local for appeal hearing. The board of education may designate appeal-hearing panels composed of three members of the board to hear such appeals in the name of the board. The panel's recommendation shall be submitted to the total board of education for final determination. Such hearings will be conducted in accordance with G.S. 115C-369.

Parents or guardians who have submitted transfer requests and whose domicile is located outside of the Catawba County School System boundaries shall not have the right to appeal the denial of a transfer to the board of education if the reason for denial of the request is based on "space availability" as defined in Board Policy 4.2320 Section E.

D. Rescindment

Any student who is granted a transfer and whose behavior is later judged by the principal to be unmanageable will have the transfer revoked by the Superintendent or his/her designee. The transfer also may be rescinded based on academics, discipline, attendance, tardies and other measures of standing and progress in the school district.

Any transfer request that is approved based upon false or misleading information will be declared void and the transfer will be rescinded.

Each principal will be responsible for determining that no student is enrolled in school in violation of this policy.