

POLICY

SOMERSET COUNTY
BOARD OF EDUCATION

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Subject: Student Assignment	Date Approved: November, 1985 February 21, 2006 May 26, 2009 August 16, 2011 Date Effective: November, 1985 February 21, 2006 May 26, 2009 August 16, 2011

1. PURPOSE

To establish a policy for the assignment of individual students to the Public Schools of Somerset County, Maryland.

2. GUIDELINES

In the assignment of individual students to the Public Schools of Somerset County, the facts, considerations, and procedures listed herein shall pertain:

- A. School Attendance Areas -All schools have designated attendance areas as determined by the Board of Education in order to make optimum use of all school facilities. To avoid crowding in some schools and underutilized facilities in others, students are required to attend the schools to which they are assigned unless a special exception is made. Students residence shall be the legal residence of his/her parents or guardians.
- B. Original Assignment - Students attending public schools in Somerset County are initially assigned by the Superintendent of Schools to schools serving the area in which they legally reside.
- C. Student Reassignment Due To Change of Residence - When parents request transfer of students from one school to another within the county because of change of residence, application for registration should be made directly to the receiving school, which will handle the request in accordance with established procedures.
- D. Student Reassignment For Other Reasons - A request for transfer or enrollment for a student to a school other than that serving the district in which he/she resides may be given official consideration in relation to one or more of the following circumstances:

(1) Availability of specialized educational offerings or services.

(2) Presence of a physical or emotional condition resulting in a medical recommendation for transfer.

- (3) Evidence of conditions that produce extreme hardships on the family necessitating transfer.
- (4) County-wide factors such as “socio-economic level, building utilization, enrollment levels, and educational program needs for an individual student” deemed as legally permissible and proper subjects for consideration.¹

E. Procedures

- (1) When a parent desires his/her child to attend a school other than the one to which he/she has been assigned by the Board, application in writing must be made to the Superintendent of Schools.
- (2) After investigation of the circumstances and consultation with appropriate personnel, a recommendation shall be made regarding the student’s placement.
- (3) While the request is pending, the student must remain in attendance in the school of original assignment unless otherwise directed by the Superintendent of Schools.
- (4) Transfer of individual students for special cause may be initiated by the Supervisor of Student Services. In each case after conducting an investigation and securing the consent of the parents, a recommendation as to placement will be made to the Superintendent.
- (5) Public transportation for students attending schools outside their districts can be arranged only under special circumstances (i.e. if written in a student IEP, etc.). Parents, therefore, must assume this responsibility.

F. Right of Appeal - Decisions based on the above policy governing student assignment may be appealed in writing to the Board of Education.

G. The major concern for attendance by non-county legal student residents shall be the completion of their high school education as identified by Principles and Standards, Public Secondary Education in Maryland. Extra-curricular inter-scholastic athletics is not a prerequisite for graduation. Students seeking attendance in this County's schools who do not meet requirements #A or #B of this policy shall be ineligible to participate in any interscholastic athletic event for one year after the date of their initial enrollment as a regular student of this County.

H. Principals are to insure that there is no deviation from this policy and that all secondary faculty members, students, and parents are informed. A record should be retained to insure compliance.

¹ Slater v. Board of Education of Montgomery County, 60 p. MSBE 365 (1992)