

ONTEORA CENTRAL SCHOOL DISTRICT
REQUEST FOR INTER-SCHOOL TRANSFER ("VARIANCE")
FOR _____ SCHOOL YEAR

For Office Use Only:
Date Received _____
Initials _____

Name of Parent/Guardian: _____

Child's Name: _____ Birth Date: _____

Home Phone #: _____ Work Phone #: _____

Residence Address: _____ _____	Mailing Address: <input type="checkbox"/> Same as Residence Address OR: _____ _____
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Please check this box if child is a special education student, has an IEP or a 504 plan

For the _____ school year, my child was enrolled in and attended _____ Elementary School, Grade _____.

My child's *home* school is _____ Elementary School (school of attendance defined by residence)

I, _____ hereby request that an Inter-School Transfer be permitted for my child to attend grade ____ at the _____ Elementary School.

I am making this request due to the following reason(s):
(This must be completed. You may use the reverse side or attach additional sheets if needed. Medical or physical reasons must be accompanied by a physician's statement.)

I understand that in accordance with Inter-School Transfers ("Variances") Policy 7141 Inter-School Transfers will be approved annually. Inter-School Transfers are governed by Policy 7141 and impacted by Policy 8480.

I understand that the district will make a decision in August and will notify me by regular mail.

I further understand that if the variance is permitted, transportation will be to and from a bus stop on an existing direct route to the school of choice. If transportation will cost the District extra funds, the IST will be denied.

_____ Date _____ Signature of Parent/Guardian

We are no longer requesting an IST. My child(ren) will attend his/her home school.

_____ Date _____ Signature of Parent/Guardian

FOR ADMINISTRATOR USE ONLY

<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	_____	_____
		Principal – Home School	Date
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	_____	_____
		Principal – Requested School of Attendance	Date
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	_____	_____
		Director of Pupil Personnel Services (if applicable)*	Date
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	_____	_____
		Superintendent of Schools	Date
Date approved by Board of Education _____			

2016

7141

Students

SUBJECT: INTER-SCHOOL TRANSFERS/("VARIANCES")

This policy governs the transfer of students from one school to another to meet the needs of parents and students. Transfers may be requested to meet the educational or other special needs of students and their families. The school district shall be responsible for determining the location and extent of available space in its schools for the purpose of inter-school transfers. Priority for available space must go first to the neighborhood schools students and mandated programs. The Superintendent or their designee must approve all inter-school transfers.

Transfers will need to be renewed and will be reviewed annually. Transfers will occur during the summer of the school year and are otherwise at the discretion of building and district administration.

Regulation 7141

Adopted: 11/8/16

ONTEORA CENTRAL SCHOOL DISTRICT

PO Box 300 · Boiceville, NY 12412

Regulation Number: 7141R

Inter-School Transfers

Inter-School Transfers may be denied or rescinded by the district should class sizes rise beyond the district Class Size Regulations 8760 or any of the conditions in Class Size Policy 8480:

- a) The type of student load that will assist in helping each teacher to be most effective;
- b) The desires of the total District with respect to class size;
- c) The particular requirements of the subject being taught;
- d) Necessary preparation and correction time for the teacher;
- e) Presence of children with special needs in the class;
- f) The financial state of the School District and fiscal constraints imposed in budget development.

The District has until August 15th of the current school year to determine whether an Inter-School Transfer Request is approved.

Instruction

SUBJECT: CLASS SIZE

The Board of Education will strive to provide appropriate class sizes for each learning situation, but there will be times when enrollment changes, differences in the organization of various schools and the number and size of available classrooms will affect the number of students that must be assigned to a class.

Annually, concurrent with budget planning activities, the Superintendent's recommendations for upper and lower limits on class size will consist of the best professional knowledge as to desirable class size, together with the following consideration:

- a) The type of student load that will assist in helping each teacher to be most effective;
- b) The desires of the total District with respect to class size;
- c) The particular requirements of the subject being taught;
- d) Necessary preparation and correction time for the teacher;
- e) Presence of children with special needs in the class;
- f) The financial state of the School District and fiscal constraints imposed in budget development.

Regulation 8480

Adopted: 6/29/09