

SCHOOL CHOICE - OPEN ENROLLMENT AND TRANSFERS

The Colorado Springs School District 11 Board of Education (the Board) recognizes that students may benefit from having a choice of schools to attend within the public-school system that is not limited by boundaries. To facilitate this concept, District 11 uses an on-line choice application process and District-wide choice application database under the overall responsibility of the District 11 Centralized Enrollment Office. [Note: This policy applies to the choice application and approval process only. Actual enrollment policies and processing procedures are detailed in other JF series policies and regulations.]

Students within a designated attendance area (see Policy JC) shall have priority in registering in their attendance area (neighborhood) school. Students may apply for choice open enrollment in a school outside their attendance area and such applications shall be approved if there is space available and there is no other reason listed in this policy or the accompanying regulations to deny the application. Approved applications are conditional based on the accuracy of the information provided and the ability of the school to meet the student's requirements.

Students from other school districts within the state who are accepted pursuant to this policy as approved by the Board may enroll in programs or schools within this District on a space available basis without payment of tuition, except as otherwise provided by law. Though Colorado Revised Statute states offering choice enrollment is not required after count day, School District 11's philosophy is to provide choice open enrollment throughout the year when all other criteria in the policy and regulations are met.

District students and their parents/guardians shall be notified on an annual basis of the timelines and options available through the open enrollment choice application process not later than 30 days before the start of the annual priority open enrollment window.

Approved applications for choice/open enrollment will be valid up to the duration of the academic level (elementary, middle, high). Students must apply for choice/open enrollment to attend a school other than their designated attendance area school at the next academic level. The Board authorizes the Superintendent to rescind and/or amend any choice open enrollments, or transfers in accordance with this policy and accompanying regulation and the open enrollment choice application priorities and conditions designated below if overcrowding of facilities or other limiting conditions develop.

DEFINITIONS

Attendance Area - A Board-designated geographical area, the students living within which attend a particular school (i.e., the neighborhood school).

Computerized Random Lottery Process - A computerized student selection process through which qualified students are placed into the qualified applicant pool from which students for each program are randomly selected and assigned, based on identified seats available. This "lottery process" provides all students in an application pool an equal chance of being selected after the honoring of all assignment priorities as outlined in this policy.

District Employee - A regular status budgeted FTE employee that works full-time, part-time or is in a temporary FTE with regularly scheduled weekly hours.

Magnet Schools and Programs: - Schools and programs designated by the District which have specialized curriculum and pedagogy, often have special entrance criteria with a defined application and selection process, and have a designated program/school student capacity. Magnet programs/schools

are designed to provide high quality and unique educational opportunities to maximize the potential of students in a particular area. Magnet schools and programs have no attendance boundaries and draw students from across the District

Neighborhood School - The school that a student would attend because the student resides within that school's attendance area. (See Policy JC, School Attendance Areas)

Open Enrollment - The process for in-District and out-of-District parents/guardians to apply for enrollment of their students in a school that is outside their designated attendance area.

- Open Enrollment for the next school year begins with the start of the Priority Open Enrollment Window (see definition below). Open Enrollment for the current school year is open to students new to the District all year
- Open Enrollment for the current school year has restrictions for current District 11 students (see Transfer definition below.)

Pathway Schools and Programs - Schools and programs that offer specialty programming for students, such as STEM, arts integration, dual language immersion, or outdoor and environmental education.

Students experience this pathway programming throughout their academic day and week, across contents and disciplines. District-identified pathway schools maintain their neighborhood boundaries, and welcome both neighborhood students and students on an approved choice permit.

Priority Open Enrollment Window- The primary period (See regulation JFBA/JFBB – R-1 for specific dates.) when open enrollment applications are accepted for the next school year and sorted into priorities 1-7 as defined by this policy.

Transfer - The process for parents/guardians of current District 11 students to request a choice enrollment change of schools after October 1st because of special or unusual circumstances.

KINDERGARTEN THROUGH 12TH GRADE STUDENTS

Open Enrollment Choice Applications – Criteria for Potential Denial

Open enrollment choice applications cannot be denied based on a student's academic performance, disciplinary history (excluding expulsion as indicated below) or attendance history.

In implementing the open enrollment program, the District is not required to **(C.R.S.22-36-101(2)(b))**:

- Make alterations in the structure of a requested school or make alterations to the arrangement or function of rooms within a requested school.
- Establish and offer any particular program in a school if such program is not offered currently in such school.
- Alter or waive any established eligibility criteria for participation in a particular program including age requirements, course prerequisites, and required levels of performance.
- Enroll any student in any program or school after the pupil enrollment count day.

Open Enrollment Choice applications may be denied only if one or more of the following apply (C.R.S. 22-36-101(3)):

- There is a lack of space or teaching staff within a particular program or school requested, in which case, priority shall be given to resident students applying for admission to such program or school. For purposes of this policy, the student population will not exceed the student capacity of
- the school as defined by the District's building capacity model (see Policy JC and Regulation JC-R) unless otherwise approved by the Superintendent or his/her designee.
- The school requested does not offer appropriate programs or is not structured or equipped with the necessary facilities to meet special needs of the pupil or does not offer a particular program requested.
- The pupil does not meet the established eligibility criteria for participation in a particular program, including age requirements, course prerequisites, and required levels of performance.
- A desegregation plan is in effect for the school district, and such denial is necessary in order to enable compliance with such desegregation plan
- The student is currently expelled or has been expelled in the preceding 12 months prior to the start of the school year for which the open enrollment application applies.
- The student has been expelled, or is in the process of being expelled, as a habitually disruptive student pursuant to C.R.S. 22-33-106(1)(c.5) or for a serious violation in a school building or on school property that is grounds for expulsion pursuant to C.R.S. 22-33-106 (1)(d).
- The student demonstrated behavior in another school district during the preceding twelve months that was detrimental to the welfare or safety of other pupils or of school personnel.

Priority for Granting or Rescinding Open Enrollment Choice Applications

Priority 1. All residents of the school's designated attendance area, and overflow students placed in the school in accordance with Policy JC, School Attendance Areas shall be able to register in that school prior to enrolling open enrollment students.

A student grandfathered as a result of Board of Education action shall be treated as an "attendance area student". The student must register at the desired school during the

open enrollment choice application window.

Priority 2. The students of District employees. If a student's parent or legal guardian is an employee of the District, the student may attend a District school regardless of his or her legal address with the completion of the choice open enrollment process in accordance with this policy.

Priority 3. For one year immediately following the closure of their school, in-District students assigned to a new attendance area as a result of the closure of their school who submit a choice application to a District 11 school other than their newly assigned attendance area school.

Priority 4. For one year immediately following the closure of their school, out-of-District students who were attending that school at the time of the closure, who submit a choice application to another District 11 school.

Priority 5. Siblings of students already attending under an approved open enrollment choice application and who are enrolled for the subsequent year.

Priority 6. Other new in-District open enrollment choice application requests.

Priority 7. Other new out-of-District open enrollment choice application requests.

Within the same category and subject to the priority rules identified in this section, priority will be established based on order of receipt of open enrollment applications within the D11 on-line choice applications system. K-12 General education choice enrollment processing procedures are outlined in JFBA/JFBB-R-1.

Once accepted into a magnet program/school via the program/school's unique selection process, students will be granted an approved open enrollment choice application for the period of time the student is participating in the program. Procedures and priorities for processing magnet program/school choice applications are outlined in JFBA/JFBB-R-2. Siblings of students accepted and enrolled in magnet schools/programs will be given acceptance priority before the lottery if they meet any established requirements for the school or program.

The District will adopt reasonable procedures for students in special District programs (e.g., centralized special education), including considering such students as a special priority category as attendance area students, or reducing enrollment caps to take into account such students.

SPECIAL CONSIDERATION SITUATIONS

Special Education Students and Students with a 504 Plan

Requests for open enrollment or transfer to another school or program from the parent/guardian of special education students and students with a 504 plan shall be considered as outlined in JFBA/JFBB-R-1 and JFBA/JFBB-R-2. The District will conduct a review in accordance with applicable state and federal laws to ensure that the school at which the student has been conditionally accepted can provide the special education

programming required by the student's individualized education plan (IEP). Conditional offers of acceptance may be rescinded if the school lacks the programming necessary to meet the special education needs of the student. Conditional offers also may be rescinded due to the lack of space or teaching staff within a particular program.

Military children

The district will allow an inbound active-duty military member to use the school liaison office address for the military installation to which the inbound active-duty military member is or will be assigned in order to apply for open enrollment in a district school or program. No additional documentation of an inbound active-duty military member's child's address will be required to apply for open enrollment.

The school or program in which the child of an inbound active-duty military member is open enrolled will work with the Office of Enrollment to grant guaranteed automatic matriculation while the child remains in the district, including to the next school level in the same manner guaranteed to resident students. The district will also grant priority preference for the younger siblings of the child of an inbound active-duty military member who is open enrolled for purposes of enrolling in subsequent school years.

Athletics

Athletic/activities eligibility of students who are granted open enrollment or transfers at the high school level will be determined in accordance with the rules and regulations of the District, Colorado High School Activities Association, and state law.

Transfers

Current District 11 students who wish to change schools after October 1st because of special or unusual circumstances may apply for a Choice Transfer. When a parent or guardian feels that a transfer to another school is in the best interest of the student, he or she must submit a Choice Transfer Open Enrollment Application in the on-line choice application system.

If approved, transfer requests will be valid through the duration of the academic level (elementary, middle, high).

Students shall not be approved for and accept more than one transfer per year.

Transportation

Unless otherwise mandated by statute, transportation for approved open enrollment application students to attend school outside their designated attendance area must be furnished by their parent/guardian (unless the student has transportation approved for a magnet school/program, the RJWAC, or Tesla Educational Opportunity School (see Regulation EEAA-R)).

Pre-School Students

By state law, beginning in 2023, applications to enroll in pre-school will be managed via a centralized portal operated by the Colorado Department of Early Childhood. The state will focus on supporting four-year-old students first, then three-year-olds if funds allow. D11 plans to offer supplemental enrollment support to students rejected by the state system due to funding limitations. Parents/guardians are also encouraged to submit an on-line D11 pre-school application for consideration if rejected by the state system. Overall coordination responsibility for the D11 enhanced program is in the Achievement, Learning and Leadership Division/Dept of Early Childhood Education.

To the extent the statewide systems will allow, the District may prioritize applicants entering pre-school as follows (with four-year-olds taking precedence over three-year-olds)**:

1. Students who reside in the school's attendance boundary
2. The students of District employees
3. Students with a sibling who is currently attending the school
4. In District choice
5. Out of District choice

** To the extent the statewide systems will allow it, students who enroll in a pre-school program as a three-year-old student are guaranteed a spot to continue in the same school and program if they choose to return as a four-year-old student. Enrollment in a District pre-school is not otherwise guaranteed.

Administrative Placement

Notwithstanding the provisions of this policy, a student may be assigned outside his/her attendance area by mutual agreement of the principals or by an administrative placement by the Special Education Department, Office of Student Support and Engagement, or Superintendent (or his/her designee) in consultation with principals in the special interest of the student and/or school. These incidents include, but are not limited to, disciplinary or administrative placement, a placement to finish the school year, or placement in a special program.

APPEALS

Should a request for open enrollment or a transfer be denied, the parent/guardian will be notified that they may appeal the denial by contacting the Superintendent or his/her designee.

ACCOUNTABILITY

The Superintendent will ensure development of regulations for efficient, effective administrative execution of this policy. The Superintendent or designee shall monitor the implementation of this policy and regulations and take corrective action if needed.

Adopted November 30, 1994
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Revised December 9, 2020
Revised June 8, 2022
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LEGAL REFS.: C.R.S. 22-1-102 (definition of District resident)
C.R.S. 22-32-110 (1)(m) (power to fix boundaries)
C.R.S. 22-32-116 (if student becomes non-resident)
C.R.S. 22-36-101 et seq. (open enrollment)

CROSS REFS.: AG, Equity Policy
EEAA and EEAA-R, Transportation Eligibility
EEAC and EEAC-R, Bus Scheduling and Routing
IIB, Class Size
JC, School Attendance Areas
JF, Student Admissions to/Withdrawals from School
JFBA/JFBB-R-1, School Choice-Open Enrollment and Transfers Regulation
JFBA/JFBB-R-2, School Choice - Magnet Schools/Programs
JJIB, Interscholastic Sports

COTRACT REFS.: CHSAA By-laws and Handbook
CSEA Master Agreement