

## **SCHOOL ATTENDANCE AREAS AND SCHOOL BUILDING STUDENT CAPACITY**

Attendance areas for each elementary school, middle school and high school of Colorado Springs School District 11 (the District) shall be drawn up by the administration and approved by the Colorado Springs School District 11 Board of Education (the Board), based on school building student capacity, geography and student population projections. These attendance areas and related policies/regulations apply for all pre-kindergarten through twelfth grade (pk-12) students unless otherwise noted.

In establishing school attendance area boundaries, consideration shall be given to the densities of students in an area in relation to the relative capacities of the schools, the common area capabilities of the school, the equalization of enrollments in classrooms and efficient use of transportation facilities. Where feasible, boundaries shall allow reasonable flexibility for growth in student population within the attendance area. Within reason, consideration should also be given to ethnic and socio-economic balance.

A student's designated attendance area shall be based on the legal residence of his/her parents/guardian.

The District shall define and maintain a District school building student capacity model with an enrollment capacity for each school in the District. The District school building student capacity model, with associated school capacities, will be made available on the District's web site and reviewed at least annually for currency in the spring of each year (See Regulation JC-R). When enrollment from within a school's attendance area reaches, or is projected to reach within the next school year, the Board approved student capacity of the school (without portables), the Superintendent or designee, with approval from the Board, shall consider capping the school enrollment and designating overflow schools for the capped school. Where feasible, school-capping decisions will be made before the start of the School Choice – Open Enrollment period for the subsequent school year (See Policy JFBA-JFBB and Regulation JFBA-JFBB-R)

No later than November 1<sup>st</sup> of each year the District shall prepare a list of vacant or underused buildings and land and provide the list to charter schools authorized by the District, and provide the list, upon request, to charter schools authorized by the District, charter school applicants, and other interested persons. The District shall also post on its website a notice that the list of underused or vacant land and buildings is available upon request. The District must provide the list within two schools days after receiving a request. Alternatively, the District may post the list on the charter school webpage of the District website.

No later than forty-five days after the District posts the availability of the list, a charter school of the District or charter applicant may apply to the District to use the building and/or land as the location of the charter school. The Board shall review each application for use, and in a public meeting held no later than 90 days after the District posts the availability of the list, approve or disapprove each application for use of the building and land. In the event that the Board disapproves an application for use, it must explain at the public meeting and provide in writing to the applicant the reason for disapproval. A building is considered underused if it has unused capacity to accommodate 250 students or more.

The Superintendent shall provide an annual update to the Board not later than the second regular meeting in October on capacity and enrollment issues to include as a minimum; a) any proposed modifications to the District school building student capacity model (See Regulation JC-R); b) a review

of capacity vs enrollment for the current school year; c) an assessment of potential capping decisions needed for the subsequent school year; d) identification of any proposed special program relocations potentially affecting general student capacity; e) assessment of the need for attendance area boundary changes or studies. The Superintendent will also notify the Board if previously unforeseen changes in school building student capacity or existing/expected enrollment will necessitate consideration of near-term adjustments, and make recommendations for resolving these unforeseen impacts

A capped school shall maintain a documented student waiting list for overflow students waiting to be assigned to their capped attendance area school. When determining placement on a waiting list for a capped school, documentation of the closing date for the purchase of a home, or documentation of lease or rent contract signature date for the parent/guardian within the attendance area shall determine priority on the waiting list within the class structure. In the event that another family should cohabitate within a home or apartment, the date of the cohabitation shall be used when assigning the additional students of that family to the waiting list. Preference shall be given to keeping siblings together. When the Board of Education has determined that a school is at capacity, students with approved choice enrollment applications to attend that school shall be allowed to do so for the remainder of the current school year. When a school is considered to be capped, priorities and procedures regarding overflow students, choice enrollment students, and associated waiting lists shall be handled in accordance with Policy JFBA-JFBB and Regulation JFBA/JFBB-R.

Students who have been attending their neighborhood school but have relocated out of the school's attendance area shall have the option to continue enrollment through the school's highest education level without applying through the open enrollment process. In this situation, parents/guardians will be responsible for transportation of the student.

The Superintendent shall develop regulations for the definition and routine maintenance of the District school building student capacity model, school capping assessments, and execution of other features of this policy as appropriate.

Adopted September 1972  
Revised September 2003  
Revised February 2010  
Revised October 26, 2016  
Revised June 10, 2020

LEGAL REF.: C.R.S. 22-32-110 (1)(m)  
C.R.S. 22-30.5-104(7.5)

CROSS REF.: JFBA/JFBB, Intra-District Choice/Open Enrollment  
JFBA/JFBB-R, Regulation to Policy JFBA/JFBB  
JC-R, Regulation to Policy JC