



# Addison Northwest

SCHOOL DISTRICT

ADDISON | FERRISBURGH | PANTON | VERGENNES | WALTHAM

February 26, 2024

Dear Parents,

The ANWSD Board adopted a policy that would allow a fixed number of students to choose to attend an elementary school other than their own within the School District boundaries. The policy is attached, and it is strongly recommended that parents read the policy before acting on a request.

The policy allows the Superintendent to ensure that receiving schools have balanced classrooms and that class sizes stay within reasonable limits. In the event that requests exceed reasonable limits, I will institute a lottery to determine which students can be selected to attend.

Parents can file an application for Intra-District School Choice at any time, but no later than **April 1<sup>st</sup>**. Applications can be found on the ANWSD website. The Superintendent will work with the building principals to determine capacity as indicated in #3 of the implementation section of the policy and will render a decision in writing to the parents no later than April 15<sup>th</sup>.

Upon receiving an application for school choice, someone from the Central Office will date and time stamp the application and acknowledge through a letter that an application was received.

Please let me know if you have any questions about school choice or the process.

Sincerely,

Sheila Soule  
Superintendent of Schools

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*"We envision a kind, collaborative, and creative community for all that nurtures a diverse and accessible learning environment. Students will flourish as critical thinkers and productive citizens, cultivating resilience in an ever changing world."*



## **ADDISON NORTHWEST SCHOOL DISTRICT POLICY**

<b>SECTION</b>	<b>Students</b>	<b>CODE</b>	<b>C41</b>
<b>TITLE</b>	<b>Intra-District Elementary School Choice</b>		

It is the policy of the ANWSD to offer parents/guardians elementary school choice within the District. School choice decisions will be guided by the needs of students, parents/guardians/families, and the schools within the District. Choice may be limited only where necessary to the legitimate operational needs of the District and any applicable legal requirements.

### **Implementation of In-District Choice Program**

ANWSD shall permit students to attend an in-district elementary school other than their home school based on residency with the following limitations:

1. Students must be eligible for enrollment in their home school attendance area in order to be eligible for enrollment in this school choice program. For purposes of determining residency, the Board will apply the definitions contained in 16 V.S.A. §1075(a).
2. Choice students must be accepted on a nondiscriminatory basis.
3. Choice requests may be denied if the requested move would have negative impacts on class size or staffing at the sending or receiving school or due to other extenuating circumstances. The determination of approval or denial will be made by the Superintendent. Once applications are received, the elementary Principals, with the Superintendent will determine the status for all parent/guardian applications. If there is more interest in one particular school and/or grade than space available, the Superintendent will conduct a lottery.
4. Each choice student shall be assured the opportunity for enrollment in that school until the end of elementary school or for as long as the student continues to reside in the ANWSD.
5. Students participating in the in-district choice program do not need to reapply for subsequent years.
6. In subsequent years, younger siblings entering school after a child who has moved to a different school through the school choice may attend the same school as his or her older siblings. We will make every effort to meet the needs of families so children in the same family can enroll in the same school.
7. Transportation is the responsibility of the student's family and may not be provided to students participating in the in-district choice program.
8. Requests for consideration must be made in writing – by completing appropriate application documents – by the date determined by the Superintendent during the

previous academic year. The requests will be considered based on impacts outlined in number three (3) above or in light of any other extenuating circumstances. The Superintendent will make decisions regarding an application by April 15<sup>th</sup> and parents will be notified in writing as soon as the decision has been made.

9. Decisions regarding student choice shall be made by the Superintendent. Decisions by the Superintendent are final and not subject to appeal.
10. Students that participate in this program and attend a different elementary school other than their home school of residence will be expected to remain at the new location through the remainder of the particular school year, unless there are extenuating circumstances to be considered by the Superintendent. Students who move to a new school through school choice are encouraged to remain through the end of elementary grades if possible.
11. These protocols are in no way intended to apply to mid-year requests for transfer of students (See Policy C40).
12. The Superintendent will report on the ANWSD School Choice policy at least annually to the Board.
13. Notification of ANWSD School Choice policy and process will be made available to families annually.

*Date Warned:* 12/5/2017; 11/19/18

*Date Adopted:* 12/18/17; 11/26/18

*Date Revised:* 11/26/18

*Legal Reference:* 16 V.S.A. §1075(a)

*Cross Reference:*



**INTRA-DISTRICT SCHOOL CHOICE PROGRAM  
FOR ELEMENTARY SCHOOLS**

**Application Form**

**Please Note:** If your child is entering Kindergarten or is new to the District, please attach all other registration forms to this application.

**DUE: APRIL 1, 2024**

Submit completed form to:

**Addison Northwest School District Office**

11 Main Street, Suite B100

Vergennes, VT 05491

STUDENT INFORMATION:								
Please choose the grade child will be entering in the fall:			K <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Current School:								
First Name:			Middle:			Last Name:		
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Other <input type="checkbox"/>			Date of Birth:		
Current Mailing Address:						Current Physical Address (if different from mailing address):		

PARENT/GUARDIAN INFORMATION:		
<b>Parent/Guardian #1</b>		Relationship:
Name:		
Preferred Email:		
Home Phone:	Cell Phone:	Work Phone:
Mailing Address (if different from student):		
Physical Address (if different from student):		

PARENT/GUARDIAN INFORMATION:		
Parent/Guardian #2 Name:		Relationship:
Preferred Email:		
Home Phone:	Cell Phone:	Work Phone:
Mailing Address (if different from student):		
Physical Address (if different from student):		

Student resides with: Parent/Guardian #1  Parent/Guardian #2  Both

SIBLING INFORMATION:				
Name(s):	M		F	DOB:
Name(s):	M		F	DOB:
Name(s):	M		F	DOB:
Name(s):	M		F	DOB:

What is your **current** town of residence for the **2024-25** school year? (choose one)

Addison     Ferrisburgh     Panton     Vergennes     Waltham

What is your school of choice for the **2024-25** school year? (choose one)

Ferrisburgh Central School     Vergennes Union Elementary School

**For Office Use Only:**

Date Received \_\_\_\_\_

Approved by Superintendent \_\_\_\_\_

Sent to School(s) \_\_\_\_\_