Merced City School District

School of Choice Guidelines

The Merced City School District (MCSD) offers a **School of Choice** option to meet the educational needs of student and families. MCSD believes that most student needs can be met by their school of residence. All **School of Choices** are handled by the Pupil Services Department under the supervision of the Director of Pupil Services. The Merced City School District's **School of Choice** policy conforms with the requirements of the California Education Code.

Information

- **School of Choice is a request from families who reside within MCSD boundaries and wish their child to attend another MCSD school.**
- The Merced City School District must consider available space at the request school and available space at the requested grade level prior to granting a **School of Choice** to any student.
- **School of Choice** applications for students receiving Special Education Services as outlined in an Individual Education Plan (IEP) will be reviewed and decision made by the Special Education Department.
- Once a **School of Choice** is granted and accepted by the family, the new school becomes and student's permanent school of residence. If the family wishes the student to return to the previous school or attend another school, they must complete another **School of Choice** application and go through the **School of Choice** process for the following year.
- Your child may be expected to attend their current school of residence for at least the first 3 weeks of school as available space at schools is being determined and **School of Choice** applications are being processed. During this time, the student is expected to be enrolled and attending school.
- Parents are expected to assure that the student is on time to school and for the full day, maintains appropriate behavior as outlined by the school, MCSD, and the California Education Code, and continues to make academic progress.
- **Responsibility for transporting the student to and from school resides with the parent or guardian.**

Process

- **School of Choice** applications for the following school year are accepted between the 1st Monday of January when school is in session and the first Friday of May.
- All **School of Choice** applications must be submitted **online at www.mercedcsd.org**
- **If you have concerns regarding the School of Choice process,** you may contact the Director of Pupil Services.

Incomplete Applications

- Incomplete **School of Choice** applications **will not** be processed.
- Upon review of the application, if not complete, MCSD will contact you. Failure to submit a completed application or respond will be considered an abandonment of the request after 30 calendar days and the application will not be processed.

Application Decision

- **School of Choice** applications will be reviewed after the 3rd week of the start of the subsequent school year.
- Decisions to accept **School of Choice** application is based on available space in requested schools, programs, and grade level.
- Decision to accept a School of Choice application **is not on a first come first serve basis**. Acceptance is determined by a random lottery selection of all available applications submitted within the approved timeline.

- **School of Choice** applications completed after the approved timeline will be reviewed only after the current list of applications has been exhausted and prior to October 1st.
- Acceptance of a **School of Choice** application is granted on an individual student basis and does not include all siblings. MCSD will make every attempt possible to accommodate siblings if there is available space at the same school and the grade level.
- Notification for the approved School of Choice application will be made by phone.
- All School of Choice acceptances will be completed by October 1st of the school year the **School of Choice** was requested. Due to the large volume of **School of Choice** applications, if you are not notified by October 1st that your School of Choice application is accepted, then your application was not accepted for selected school year.

Appeals Information

- There is no appeal process if your child was not granted a **School of Choice**.

School of Choice Cancellations

- **School of Choice** can be revoked for attendance, grades, and disicpline.