Internal Transfer Process
Resident Students

February 9, 2026

305 SALINA Public Schools

Resident Student Enrollment

SPS Recognizes:

- Salina Public Schools recognizes there will be resident families that will decide to request a transfer to a school other than the attendance center assigned to where they physically reside (legal residence)
- To provide opportunity for resident families to request a transfer before nonresident student enrollment openings are published, an internal transfer process has been established

SALINA Public Schools 305

Resident Capacity Process

Elementary process used to determine open seats for resident transfers

1. Considered current year enrollment by reviewing student numbers on 9/22/25 and on 1/30/26
2. Set the preferred class size at the middle of our normal class size range
3. Calculated a grade level target enrollment number per grade in each school
4. Subtracted the actual enrollment from that grade level target
5. Considered overall school enrollment
6. Closed schools with enrollment over 385

SALINA 305 Public Schools

Resident Capacity Process

Building	K openings	1st openings	2nd openings	3rd openings	4th openings	5th openings	Total Enrollment
Coronado	0	0	0	0	0	0	391
Cottonwood	4	1	1	5	9	4	329
Heusner	2	0	4	0	4	3	345
MLR	0	0	0	0	0	0	397
Oakdale	4	0	0	0	0	3	253
Schilling	0	5	15	0	0	0	357
Stewart	2	0	5	0	0	0	369
Sunset	1	0	0	6	6	8	346

SALINA Public Schools

Resident Capacity Process

Secondary process used to determine open seats for resident transfers

1. Listed enrollment by school on 9/22/25 and on 1/30/26
2. Considered overall school enrollment
3. Set the preferred grade level target
4. Subtracted the actual enrollment from that grade level target
5. Considered overall school enrollment
6. Closed middle school over 720
7. Closed high school over 960

305 SALINA Public Schools

Resident Capacity Process

	6th openings	7th openings	8th openings	Total Enrollment
Lakewood Middle	4	45	27	644
South Middle	0	0	0	753

	9th openings	10th openings	11th openings	12th openings	Total Enrollment
Central High	25	10	0	7	937
South High	0	0	0	0	1001

305 SALINA Public Schools

Resident Student Timeline

SPS will assess resident transfer process to adjust and finalize nonresident transfer process recommendations

Resident Student Timeline:

- February 25 – Notify current SPS families of resident transfer process
- February 25 – Applications for resident transfer available to families
- February 25 – Open seats posted to SPS website
- March 25 – Resident transfer and employee student applications due
- April 1 – Resident applicants notified of decision

SALINA Public Schools 305

Questions?