

1 **3110R STUDENT**

2 **Early Entrance**

3 Requests for early entrance to kindergarten shall be made to the Superintendent. An evaluation to
4 determine socio-emotional, intellectual, and physical readiness will be conducted by a multi-disciplinary
5 team comprised, at minimum, of a principal and grade level teacher. The evaluation team shall make a
6 recommendation to the Superintendent. The final determination to request permission of the Board of
7 Trustees for early kindergarten entrance shall be made by the Superintendent.

8 Every effort should be made to submit requests prior to the start of kindergarten registration. Requests
9 made after the start of kindergarten registration will be considered at the discretion of the Superintendent
10 or designee.

11 **Attendance Areas**

12 Attendance area boundaries are established by the Board of Trustees.

- 13 1. All students shall attend the school in their designated attendance area according to the
14 residential address of their parent(s) or legal guardian as of the first day of school.
15 2. Families changing residence during the school year shall have the option of having their children
16 continue in the school they are currently attending or transferring to the school in the area of
17 their new residence. Parents must furnish transportation if the school of origin is chosen.
18 3. Exceptions must be approved by the Superintendent or designee after the proper transfer forms
19 have been completed.

20 **In-District Transfers - Non-Voluntary**

21 The following factors may be considered by the Superintendent when recommending a non-voluntary in-
22 district transfer:

- 23 1. Class size
24 2. Special programs needs of a child
25 3. Existing permissive transfers that have been rescinded
26 4. Student(s) already being transported
27 5. Student in walk zone (proximity to another school)
28 6. Students who could be bused with a minor change (to bus routes already traveling through a
29 school boundary)
30 7. Other factors unique to the situation. Students subject to non-voluntary transfers due to class size
31 shall have the right to return to the neighborhood school as space becomes available or remain
32 in the new school for the duration of that level of educational experience, i.e., elementary, middle,
33 or high school.

34 **In-District Permissive Transfers**

35 Parents of student not living within an elementary, middle, or high school's attendance area boundary
36 may apply to attend a school through the "permissive transfer" process.

37 A request for permissive transfer is generated by completing the Permissive Transfer Form signed by the
38 parent or guardian. Forms are available at each school.

1 **The following criteria will be considered in authorizing a permissive transfer:**

- 2 1. Formal written approval must be given by each building principal, with final approval given by the
3 Superintendent or designee.
- 4 2. Permissive transfers will only be considered if classroom space is available at the requested
5 school.
- 6 3. Transportation must be provided by the parent or student for the student attending a school on
7 a permissive transfer.
- 8 4. Permissive transfers will be judged on the educational value for the student; however, other
9 needs such as childcare may be considered.
- 10 5. The permissive transfer does not have to be requested yearly. However, students must reapply
11 as they move from elementary to middle school and from middle school to high school.
- 12 6. A permissive transfer may be revoked by the Superintendent at any time in response to
13 attendance problems or disciplinary issues.
- 14 7. No transfers will be made to accommodate extracurricular activities.

15 Legal Reference:

- 16 § 20-5-101, MCA Admittance of child to school
- 17 § 20-5-403, MCA Immunization requirement- release and acceptance of immunization records
- 18 § 20-5-404, MCA Conditional attendance
- 19 § 20-5-405, MCA Medical or religious exemption
- 20 § 20-5-406, MCA Immunization record
- 21 10.55.6-1, et seq., ARM

22 Policy History:

- 23 Adopted on: July 1, 2000
- 24 Revised on: March 8, 2004
- 25 Revised on: September 10, 2012
- 26 Revised on: January 26, 2015