

Board Policy JBCC: Student Assignment

Status: DRAFT

Original Adopted Date: 04/18/2011 | Last Revised Date: 05/05/2014 | Last Reviewed Date: 03/19/2026

RED LINED VERSION

A student is usually assigned to the school serving the geographic attendance area in which the student resides. (A student's residence is defined in Policy JBC, and attendance areas are discussed in Policy AD.) However, the DeKalb County Board of Education desires to enhance the educational opportunities available for students of the DeKalb County School District and therefore has established numerous school choice options through which District to district students. Listed below are several options where students may be eligible to attend a school assigned to schools outside their attendance area. The district will publish written and/or electronic materials explaining each of these options annually. Additionally, students may be eligible for assignment to a school other than the school in their attendance area pursuant to state or federal law.

Typically, a student is assigned to the school serving the geographic attendance area in which the student resides. A student's residence is defined in Policy JBC: School Admissions and attendance areas are discussed in Policy AD: School Attendance Zone. Both policies can be found on the district website.

Instances in which students may attend school outside their attendance area are outlined below. The District will publish written and/or electronic materials further explaining each of these options. Students who do not reside in the District district are not eligible for enrollment in a District district school, except as required by state law or as provided below.

A. **Students Receiving Exceptional Education Services Special Needs Students**

In certain circumstances, special-needs students requiring special exceptional education student services will be placed in a school other than the school serving their attendance area, in accordance with special education procedures.

B. **Georgia Special Needs Scholarship Program (Senate Bill 10)**

Qualifying students with an existing Individualized Education Program (IEP) or 504 plan special need students may attend another public school within the district, as long as there is District that has available space capacity and a program that can provide the services that has a program with the services agreed to in the student's IEP or 504 plan. existing individualized education program.

C. **Limited School Choice (House Bill 251)**

Students may enroll in certain schools outside of their attendance area where there is space is available, based on the student's assigned grade level. Administrative transfers may also be offered when a neighborhood school reaches or exceeds its capacity, as outlined in Board Policy AD. A list of The House Bill 251 receiving schools to which a student may transfer is are publicized each year after the district determines seat availability has been determined. Siblings will only may be approved only if there is space available in the requested grade level. grade level capacity is available.

D. **Other School Choice Programs**

The district District offers several academic options, including, a number of academic options for students, including, for example, charter schools, magnet programs, and theme schools. These ; these options are referred to as school choice programs. School Choice Programs. The available School Choice Programs Available school choice programs and the relevant admissions criteria are published yearly. Every eligible student, regardless of circumstance, must follow the published criteria and process.

The board, upon recommendation by the superintendent, may move a school choice to a different facility or cease the operation of a school choice program.

E. **Sibling Preference**

1. Siblings are defined as two or more children having one or more birth parents or legal guardians in common.
2. Siblings of students accepted into a school choice program can only attend the same school if grade-level capacity is available.
3. Siblings are not required to participate in the same program; however, they must attend the same school.
4. Current siblings must be enrolled and continue attendance at the same school during the upcoming academic year.
5. Upon completion of the program, all students are required to return to their designated home school or apply for admission into another approved program.
6. All siblings must meet the established criteria for the specific program to which they are applying.
7. Multiple birth siblings applying concurrently to the same school will be entered into the lottery and processed or wait listed simultaneously, contingent upon seat availability.

During the initial lottery, twenty-five percent (25%) of the total available seats shall be allocated to eligible siblings, based on program and grade-level criteria.

The Board, upon recommendation by the Superintendent, and as allowed by applicable laws and regulations, may move a School Choice Program to a different facility or cease the operation of a School Choice Program.

F. Enrollment Options for Children of Full-Time Employees

The following provisions apply only to a child whose custodial parent or legal guardian is a full-time employee of the district. District. These provisions do not apply to pre-K programs. Subject to paragraphs 3 and 4 below relating to theme schools and magnet programs, a child whose custodial parent or legal guardian is a full-time employee of the district is District will be allowed to attend the school where at which the parent or legal guardian is employed or within the vertical feeder pattern of the school where the parent or legal guardian is employed. Central office employees' children may attend a school located in the vertical feeder pattern of the employee's work site. Payment of tuition will not be required even if the employee and child reside in another school district.; or, if the child has an Individual Education Program ("IEP"), at a District school that can approximately implement the child's IEP. The Office of Student Assignment must be notified before the child is enrolled. Transportation will not be provided by the District. Payment of tuition will not be required even if the employee and child reside in another school district. This option is available only to school-based employees.

Subject to paragraphs 3 and 4 below relating to theme schools and magnet programs, a child whose custodial parent or legal guardian is a full-time employee of the District will be allowed to attend another school within the vertical feeder pattern of the school at which the parent or legal guardian is employed; or, if the child has an Individual Education Program ("IEP"), at a District school that can approximately implement the child's IEP. Central office employees may attend feeder pattern schools located in the vertical feeder pattern of the employee's work site. An employee wishing to avail themselves of the opportunity described in this subparagraph shall notify the Office of Student Assignment in accordance with a timetable issued and published by the Superintendent which reasonably accounts for the District's and individual schools' planning requirements; provided, further, that such timetable shall accommodate new hires who by virtue of their hire date would be in compliance with such timetable and provide further, that the first year of implementation such timetable shall be adjusted, to the extent necessitated by the date of passage of this policy, to accommodate all eligible current employees for the 2014-2105 school year. Transportation will not be provided by the District. Payment of tuition will not be required even if the employee and child reside in another school district. Students permitted hereunder to attend a feeder pattern school must abide by school and District approved standards of behavior, attendance, and punctuality in order to be allowed to remain enrolled.

Children seeking to attend a theme school under this provision must enter the lottery and comply with all other admissions procedures applicable to that school. Transportation will not be provided by the District. Payment of tuition will not be required even if the employee and child reside in another school district.

Because of the unique nature of magnet programs, which have special admission criteria and competitive selection processes, children of employees will be given no special preference in seeking admission to a magnet program. Children wishing to enroll in a magnet program must follow the published admission procedures and meet the admission criteria for the program. Moreover, because of the special cost to the District in providing magnet programs, these programs are limited to students who reside in the District. Transportation will not be provided by

the District.

Employees' children who, at the time this Policy is enacted, are attending a school that they would not be allowed to attend under this Policy shall be allowed to remain in their current school until they have completed the highest grade at that school.

G. Hardship Transfers

In exceptional circumstances, and on a case-by-case basis, hardship transfer requests will be considered. Upon receiving documentation of an extenuating situation, the superintendent Superintendent or the superintendent's designee may approve a recommendation by the Office of Student Assignment that a student be allowed to allow a student to attend a school other than the school serving the student's attendance area. State law allows for transfer requests in certain circumstances based on placement in a non-permanent classroom or excessive travel time or distance. Available capacity in the requested school and grade level at the time of the request will be considered for all hardship transfer requests. If capacity is not available, the superintendent may approve a transfer to another school in the district. Siblings may be approved only if grade-level capacity is available. Hardship transfers are limited to district residents. as specifically defined by state law and the rules of the Georgia Department of Education and such requests may be considered by the District. For all hardship transfer requests, available capacity in the requested school and grade level at the time of the request will be considered. If capacity is not available, the Superintendent may approve transfer to another school in the District. Transportation will not be provided by the District. Siblings may be approved only if grade level capacity is available. Hardship Transfers are limited to residents of DeKalb County School District only.

H. Unsafe School Choice Option

A student who is the victim of a violent criminal offense, as defined by state law, while in or on the grounds of a public elementary school or secondary the school that the student attends, may transfer to another school within ten days of the offense.

Federal law also allows provides for transfers out of a schools that is are designated by Georgia as unsafe. Information regarding unsafe schools can be found on the Georgia Department of Education website, as a "persistently unsafe school." If a District school is designated as "persistently unsafe," the District will provide procedures for students wishing to transfer from the school.

I. Seniors Moving out of the District or into another District school

A current or rising senior at a district District school who moves out of the district District may complete his or her their senior year at the district District school most recently attended if the student furnishes transportation, abides by district District approved standards of behavior, maintains regular attendance, arrives and departs on time, departs on time and pays tuition as outlined set forth in Policy JBCBA: Tuition. A current or rising senior at a district District school who moves out of a school's attendance area in the District may complete his or her their senior year at the student's most recently attended district school if the student furnishes transportation, abides by district District approved standards of behavior, maintains regular attendance, and arrives on time, and departs on time.
