		Policy #	JEA
		Implemented	June 6, 1976
		Reviewed/Updated	June 13, 1990 February 5, 1992 December 12, 2001 September 10, 2003 May 13, 2015 February 12, 2020
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Procedure Owner	Director of Student Services	Expiration/Review	Review: every three years

Policy

1. Purpose

To establish a uniform countywide policy that identifies circumstances for which a student may be considered for placement outside of their designated attendance area.

2. Definitions

Designated Attendance Area: the school attendance area in which the parent(s) or guardian(s) resides.

Exigent Circumstances: a sudden, unforeseen situation of such a dire nature that immediate assistance is imperative.


3. Policy Statement

The policy of the Board of Education is that students shall attend the school located within the attendance area in which they actually reside. The Board of Education recognizes that in some circumstances, students may be considered for placement outside of their designated attendance area. The Superintendent, through the Student Services Department, is authorized to make such placements.

Transportation to and from the out-of-district school will be the responsibility of the parent(s) or guardian(s) (Except for students approved for public school choice).

The Board reserves the right to declare a moratorium on out-of-district enrollments at any time.

The decision of the Pupil Personnel Worker may be appealed to the Superintendent/Designee no later than 10 working days after the decision by the Pupil Personnel Worker. Such decision may be appealed further to the Board, under Section 4-205 (c) of the Education Article, no later than 30 days after a decision is rendered. Once an appeal is filed to the Board, the Superintendent/designee shall no longer have jurisdiction to review the appeal further unless so directed by the Board.

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The Pupil Personnel Worker, with approval of the Director of Student Services, may rescind the approval if one of the following conditions exists:

- ✓ child's attendance, behavior, or grades are unsatisfactory
- ✓ child no longer meets out-of-district criteria
- ✓ the information provided in the out-of-district application is found to be false or misrepresented.

All requests for exceptions to this policy shall be investigated by the Student Services Department and are subject to appeal by the Superintendent of Schools/Designee.

4. Exceptions

In appropriate cases where exigent circumstances arise that did not exist at an earlier date an exception to these time lines may be made at the discretion of the Superintendent or Board of Education.

Exceptions for public school choice shall be determined as outlined in part 2 of 2 of the administrative regulations.

5. Guidelines


Establishment of Public Schools Geographical Attendance Areas, Section 4-109, Public School Laws of Maryland.
Administrative Regulation: Students Attending Schools Outside of Attendance Areas

6. Reports

Reports will be submitted as needed or requested

7. Expiration/Review

None.

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8. *Delegation of Authority*

The Superintendent/designee has the responsibility for enforcing this policy by communicating it to all relevant parties and by providing necessary instructions and/or administrative regulations (if appropriate), to all staff members.