



Open Enrollment Transfer Information for All Students (Residents and Non-Residents of the Birdville District)



ELIGIBILITY CRITERIA

Students applying for transfer are required to meet ***ALL*** of the following criteria:

1. Space must be available at requested campus or grade level;
2. The student must have 95% attendance for the previous semester and the last six weeks.
3. The student must be passing all current classes and all classes for the last semester completed.
4. The student must have passed all portions of their latest state-mandated test/assessment exam. Students from home schools, private schools or non-accredited schools must show satisfactory scores on standardized achievement tests at the 60th percentile or above and/or successful achievement on a District-delivered academic test.

Transfer applications are considered on a case-by-case basis and require approval by the campus principal and the superintendent's designee. Students who wish to transfer may apply through the Open Enrollment process in grade levels that are open.

All approved transfers shall be granted for one regular school year at a time. Those participating in Open Enrollment must reapply annually.

There ***will not*** be a tuition fee for non-resident (out-of-district) students for the current school year; however, this waiver will be reviewed in successive years.

EXCEPTIONS

The following exceptions to the procedures outlined for the 2015–16 school year may be applicable, so long as a student meets the required criteria stipulated above for grades, attendance, test scores, behavior, tardies, and late pick-ups. Exceptions may be made if the applicant is:

- a current student at the campus.
- a 6th – 8th grader who was enrolled during the 2014-2015 school year. The student may continue to apply at the current middle school and into the high school feeder pattern through the 12th grade.
- the child of a District employee. A transfer may be requested with approval to be based on space and the eligibility per the criteria.
- requesting a transfer to a campus outside of their attendance zone where an older sibling is in attendance. The older sibling ***must*** be on the campus during the initial enrollment year and must meet all other provisions of the criteria.

A student who becomes a non-resident during the course of a grading period may be permitted to continue at the current campus for the remainder of the six-week grading period. Prior to the end of the grading period, parents may request an Open Enrollment transfer if the student qualifies and space is available. If so, the student may remain at the campus as long as they meet the criteria in the same manner as other first and second year students.

GENERAL OVERVIEW

BISD is accepting OPEN ENROLLMENT transfer applications for Resident and Non-Resident students for the 2015–16 school year **from April 1–30, 2015**.* However, because many BISD campuses are currently at or over capacity, the District will be restricting open enrollment starting with the 2015–16 school year.

**This will be the only Open Enrollment Application Period in 2015.*

The intent of this change is to: (1) return current BISD students to their home campus/feeder pattern based on District boundaries, and (2) continue restricting open enrollment students from outside BISD to only those campuses where space is available. With this in mind, the following procedures are effective beginning with the 2015–16 school year:

- Current prekindergarten students will be required to return to their home campuses for kindergarten.
- Kindergarten is ***closed*** to ***new open enrollment students*** due to space limitations, unless the parent is a BISD employee or an older sibling will be in attendance at the same campus. (Kindergarten is still open to all BISD students at their home campus.)
- Due to space limitations, grades 6–12 will be very limited in accepting ***new open enrollment students who live in BISD***, unless the parent is a BISD employee or the student meets the older sibling exception. Current open enrollment students attending a BISD middle or high school campus during the 2014–15 school year may continue attending their current campus/feeder pattern through high school, as long as they meet the criteria below.
- Open enrollment fifth-grade students who live within the BISD boundaries will be required to return to the feeder middle school unless the parent is a BISD employee or an older sibling will be in attendance at the same campus during the 2015–16 school year.

Factors that will determine whether a campus is available for Open Enrollment transfers include, but are not limited to: building capacity, current program or campus enrollment, growth projections, grade level enrollments, teacher allocations, professional staff allocations, and the student's academic, behavior and attendance history.

THE PROCESS

- The superintendent or designee will declare schools/grade levels open or closed for student transfers based on campus capacity, special circumstances, and/or other administrative considerations.
- Parents may apply at the open school(s) of their choice.
- Applications will be reviewed in the order they are received for students who meet the criteria. Preference will be given to the children of BISD full-time employees and students who are already in attendance at the requested campus.
- **Completed applications will ONLY be accepted from April 1 – April 30** each year unless it is from an employee hired after April 30. The applications will then be reviewed by campus principal and an administrator in the office of student services to determine final disposition.
- **Campus Response:** Applications will be processed no later than June 15. However, the approval date may be extended depending on space availability in the requested grade level. Parents will be notified electronically of the status of the application. **Once the application has been approved by both the campus principal and student services, the parent should make a copy of the approval and call the individual campus to make arrangements for registration.**

First year approval: Every student who is approved their first year at any campus in the Open Enrollment process will be placed on probation. At the end of the first year, the campus principal may elect to deny the second year based on the application criteria.

Second year approval: Once a student is accepted the second year at the same campus, they may remain at that campus through the exit level (5th, 8th and 12th grade), but **an application MUST be submitted for each student every year.**

MOVEMENT INTO SECONDARY SCHOOLS:

- A student will not automatically move from elementary to middle school or middle school to high school. They must meet **ALL** open enrollment criteria. **Fifth graders who live within the BISD attendance zone will be returned to their home campus unless they meet one of the stated exceptions.**
- Any student may be denied annually based on behavior, excessive tardies, late pick-up or attendance.

All students who are outside the campus attendance boundaries must reapply and qualify annually.

If an application is **denied based on campus/program capacity**, the Office of Student Services will assist the parent with options in choosing a campus that has available capacity.

TRANSPORTATION

Any student who requests and accepts a transfer to a school other than the one in his/her home attendance area shall be required to provide his/her own transportation to and from school.

TIMELINES FOR APPLICATIONS

April 1-April 30
<p>Applications Accepted*</p> <p>(*April is the only time applications will be accepted in 2015)</p>
Campus Response
<p><u>No later than June 15</u></p> <p>Based on Student Criteria</p>

POTENTIAL REASONS FOR DENIAL (Original Application)

- Record of poor attendance, late arrivals or pick-ups, and/or disciplinary infractions
- If application is for the purpose of participating in athletics at receiving campus
- Falsification of information
- Failing grades
- Failing state-mandated test scores
- Failure to meet district criteria for transfer
- Decreased campus staffing
- Elementary projection exceeds 20 per class for K-4
- Elementary projection exceeds 22 per class for fifth grade
- Student projections reach 95% of campus/program capacity

If the student comes from Home School, Private School or Non-Accredited School

- Satisfactory scores on standardized achievement test at 60th percentile or above
- Successful achievement on district-administrated academic test

SPECIAL NOTES

- Students who participate in University Interscholastic League (UIL) athletics are excluded from open enrollment transfers until they have verified eligibility through the director of athletics 817-547-5820.
 - Students who move from one high school to another (under the exemptions), in the district are ineligible for varsity competition for one year by UIL rules.
 - Students who transfer for athletic purposes may lose all remaining eligibility.
- Application is per student and not family. This is required because the student is applying for a specific vacant seat in a specific grade at a specific campus.
- The campus principal may revoke a transfer at the end of a school year based on the student's poor attendance, excessive

tardies, inappropriate student behavior or other items listed on BISD's website. The principal must review the student's IEP prior to implementing this process for a student receiving special education services.

ADDITIONAL INFORMATION

Additional Information can be found online at:

www.birdvilleschools.net/openrollment

- Frequently Asked Questions
- Scenarios

For other questions, call Student Services at 817-547-5790.

OPEN ENROLLMENT APPLICATION



[Click here for application](#)