

5124 INTERNAL STUDENT TRANSFERS

1. A parent/guardian of an elementary or middle school student may request a transfer, utilizing the online transfer request forms as shown on the District website. ~~This transfer request is for elementary or middle school students who have not been placed via the District's Intentional Integration Plan (III). For information on the District's III SES Transfers, please reference Policy 5120.~~ No more than one transfer request per school year will be considered.
2. The Superintendent shall consider the demographic impact of the year's transfer requests on a net basis, and allow as many transfers as would be within the demographic and variance parameters allowed by the III through like-for-like transfers and due to other students of the same demographic tier withdrawing from the district, and the district's ability to provide efficient transportation. In situations where the administration has recognized acute hardship, a family and student's well-being shall take priority.
3. ~~The Superintendent or designee shall consult with the principals of the attending and requested schools.~~ Provided space is available in the building and grade of the requested school (while reserving space to allow flexibility to respond to needs as they arise such as students newly assigned to a special education or ML program newly identified special needs or ELL students), ~~the factors the~~ The Superintendent or designee shall consider in determining hardship transfers: whether to grant the transfer request are as follows:
 - a. ~~The impact of student transfers on the District's integration initiative; and~~
 - ba. Whether a sibling attends the requested school; and
 - eb. Whether there are space class size constraints in the building and grade of the ~~sending-receiving~~ school; and
 - dc. Whether the applicant has documented family hardship needs, ~~which~~ shall be reviewed on a case by case basis. Hardship does not include peer group placement, but it may include, but not limited to, work schedule incompatibility, lack of transportation, childcare financial burdens, especially in combination. The administration may also give weight to challenging homelife situations and length of bus ride for a student (e.g., more than 3 miles).



4. Other circumstances for granting transfers are at the discretion of the Superintendent.
Change of Legal Residence During the School Year

~~Students who change legal residence during the school year within the South Orange and Maplewood School District must request a transfer if they wish to remain in their current school for the balance of the current school year, based on their new address.—~~

~~Students who do not put in such a request will automatically be placed in their designated school according to their new address and space availability.~~

English Language Multilingual Learners

Students who were enrolled in a school due to the English Language Multilingual Learner program (ELLML) and have completed the two-year monitoring after exiting the program, per New Jersey Department of Education requirements, may request a transfer to a different school. ~~the school they would have been assigned to had they not been in the ELL program if they do not wish to remain at the school where ELL services are offered.~~

Public reporting

1. The Superintendent shall ensure that the District's website is updated with information on the transfer policy, including factors that could be included as hardship, and procedures for requesting and appealing a hardship transfer, within thirty days of this policy update.
2. The Superintendent shall report to the Board of Education each quarter the number of hardship transfer requests, the number approved and reason, and the number denied and reason.

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Transportation

Refer to Policy 8600.

Seth Boyden Demonstration School (This piece of Policy 5124 will expire at the end of SY 26-27)



1. Parents/guardians of grade level students that are not placed via the District's Intentional Integration Plan may request to "opt-in" to attend the Seth Boyden Demonstration School. Parents/Guardians may choose to "opt-in" to Seth Boyden by utilizing the online transfer request forms as shown on the District website. In reviewing such requests, the Superintendent or designee shall consider the following factors:

- a. The impact of student transfers on the district's integration initiative;
- b. Whether a sibling attends the requested school;
- c. Whether there are space constraints in the building and grade of the sending school;
- d. Whether the student was placed in their current school by the District due to over-enrollment; and
- e. Whether the applicant has family hardship needs, which shall be reviewed on a case by case basis. Hardship does not include peer group placement.

2. If, after applying the above factors, the number of applicants exceeds the number of available seats in any grade, a grade by grade lottery will be held. Notification of acceptance to the Seth Boyden Demonstration School will be distributed by July 1st.

3. Students who are placed via the District's Intentional Integration Plan are not eligible to opt into the Seth Boyden Demonstration School.

Cross References: 5120, 8600

Adopted: 19 April 2004

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POLICY

SOUTH ORANGE MAPLEWOOD BOARD OF EDUCATION

Students
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