

STUDENT ASSIGNMENT

The Jackson Parish School Board shall have the authority and responsibility for the assignment, placement, transfer, and continued education of all students enrolled in schools within its jurisdiction. Each student shall be assigned to the appropriate grade-level school located within the school zone in which his/her residence is found unless a transfer is approved as provided below or a different placement is deemed appropriate under an Individualized Education Plan or Section 504 Plan or as determined proper under the *McKinney-Vento Act*.

1. School Attendance Zones

The School Board retains the authority to designate the school attendance zones in the District. The school attendance zones shall be those established as of February 1, 2019 or as subsequently amended by the School Board. The Superintendent shall maintain descriptions and maps of the school attendance zones and provide notice of any amendments to the school attendance zones to the parents/legal guardians/custodians of all enrolled students.

2. Residence Definition

Each student shall have only one (1) residence, which shall be determined to be the place where he/she predominantly sleeps, takes meals, maintains personal belongings, and otherwise resides with his/her parent or legal guardian/custodian. The student's residence shall be established by the residency documentation verified as provided by School Board policy *JBC, School Admission*.

When a court order grants legal custody of a student, the student's residence shall be the residence of the parent who was awarded primary/domiciliary custody. If joint legal custody has been granted, the parents/legal guardians may choose the parent/legal guardian whose residence will be used for assignment purposes; however, once chosen, that residence shall continue to be utilized for assignment purposes unless a transfer is approved.

When a student is eighteen (18) years or older or has been emancipated by court order, the student's residence shall be his own place of residence.

When a student is homeless, in foster care, or otherwise residing within the district with no permanent address, assignment shall be determined in accordance with applicable law, as provided by School Board policy, and/or as appropriate to the special circumstance of the student.

When a student is not a resident of Jackson Parish and not a child of a School

Board employee, admission and assignment shall be controlled by School Board policy *JBCB, Admission of Non-Resident Students*.

3. Residence Verification

Each student must provide documentation of residency upon initial enrollment in the District in accordance with School Board policy *JBC, School Admission*. Assignment shall be based on the student's residence as established by the verified documentation. The school principal shall be responsible for ensuring residency verification of all students. A residency decision of the principal may be appealed to the Superintendent. The residency decision of the Superintendent shall be final.

4. Transfers

A. Majority-to-Minority Transfers

With the final dismissal of the desegregation case on December 18, 2018, the majority-to-minority transfer program is no longer available. The School Board is committed to comply with its ongoing constitutional obligation to prohibit any consideration of race in the assignment of students or otherwise in the District operations. Therefore, after December 18, 2018, no student transfer based on the majority-to-minority program shall be granted. The following shall be applied for students granted majority-to-minority transfers prior to December 18, 2018:

- 1) Any student granted a majority-to-minority transfer prior to December 18, 2018 shall continue to be assigned to his/her current school until completion of the highest grade at that school but thereafter must attend the grade-appropriate school within his/her residential attendance zone.
- 2) Any student granted a majority-to-minority transfer prior to December 18, 2018 shall be provided with transportation until the completion of the 2018-2019 school year but thereafter must provide his/her own transportation.
- 3) In the event a student granted a majority-to-minority transfer prior to December 18, 2018 desires to return to his/her residential attendance zone school at the completion of the 2018-2019 school year, the parent/legal guardian of such student shall provide written notice to the Superintendent prior to the close of the 2018-2019 school year and will be transferred to the appropriate grade-level school in his/her residential attendance zone as of the beginning of the 2019-2020 school year.

B. Other Transfers

A student who desires to attend a school outside of his/her zone of residency may apply for a transfer to another grade-appropriate school in another zone, which transfer may be granted only with the following conditions:

- 1) The student must submit an application for a transfer prior to the school year for which the transfer is sought on or before a reasonable deadline set by the Superintendent;
- 2) Capacity is available within the grade-level at the receiving school;
- 3) The student and/or his/her parent/legal guardian/custodian shall be responsible for transportation to and from the schools within the receiving zone;
- 4) The receiving school zone shall be the student's home school zone for all purposes;
- 5) The transferred student shall continue to be enrolled in the grade-appropriate school in the receiving zone until the student completes the last grade at the receiving school (no re-application necessary) or if a transfer back to the zone of residency is approved;
- 6) No transfer from the receiving school back to the zone of residency shall be available except for a subsequent school year, which application must meet the deadline requirement;
- 7) A student granted a transfer remains subject to the rules and regulations of the Louisiana High School Athletic Association;
- 8) The transfer must not violate but must be in compliance with any placement or other requirement of a student's Individualized Education Plan or Section 504 plan or *McKinney-Vento* assignment determination;
- 9) The transfer request must include a detailed statement of the reason(s) for which the transfer is sought; and
- 10) The Superintendent shall appoint a designee who shall determine whether, within his/her discretion, the student has presented a reasonable basis to qualify for a transfer. The transfer decision of the designee may be appealed to the Superintendent. The transfer

decision of the Superintendent decision shall be final.

5. Classroom Assignment

Assignment of students to classes and in classrooms shall be done in a nondiscriminatory, equitable manner.

- A. Grades K-8 - Student assignments in kindergarten through 8th grade shall be made by the principal of the school with teacher input, who shall consider grades, achievement test scores, participation in and requirements of special services and programs, and compliance with the *Pupil Progression Plan*.
- B. Grades 9-12 - Students in 9th through 12th grades shall select their respective courses of study. Administrators, teachers, and counselors will, as assigned and/or requested, provide assistance in planning the student's course of student and selection of individual classes, including but not limited to provision of a schedule of offered classes and requirements for graduation. Parents are encouraged to participate in such planning and selection processes.
- C. Multiple Siblings/Grades K-2 - The parent/legal guardian/custodian of twins, triplets, or other siblings of a single birth event may request same or separate classroom assignments if the students are in the same grade-level. The Superintendent will develop an administrative procedure for implementing this policy consistent with state law.

6. Procedures

The Superintendent shall develop and implement administrative procedures as he/she deems necessary for the efficient, effective, and equitable implementation of all provisions of this policy.

Revised: November, 2004
Revised: September, 2008
Revised: January 3, 2011
Revised: November 2, 2015

Revised: January 9, 2017
Revised: March 11, 2019

Ref: 42 USC 11431 et seq. (McKinney-Vento Homeless Assistance Act); La. Rev. Stat. Ann. §§9:951, 9:952, 9:953, 9:954, 17:15, 17:81,17:104.1, 17:221.2, 17:221.4, 17:221.5, 17:238, 17:1944; *Louisiana Handbook for School Administrators*, Bulletin 741, Louisiana Department of Education; Margaret M. Johnson et al. v. Jackson Parish School Board, 423 F.2d 1055 (1970); Board minutes, 3-20-95, 8-21-95, 7-7-97, 1-3-11, 1-9-17, 3-11-19.