

PUBLIC SCHOOLS OF BROOKLINE POLICY MANUAL

J 1 d. Assignment of Students to Schools:

Voted 10/6/81, #81-461; 5/7/84, #84-171; 5/11/93, #93-148; 6/7/01, #01-65, #01-66, #01-67; 6/14/01, #01-77; 2/7/02, #02-14; 3/25/04, #04-23 and #04-25; 3/15/12, #12-18; 2/14/13, #13-13; 3/12/15, #15-16)

1. Open Enrollment

Open enrollment is defined as a condition whereby a resident of the Town whose child does not reside in a specific elementary school district, may request admission to a school in that district.

While students have a right to attend the elementary school in the school district where they reside, the Brookline School Committee endorses a policy of open enrollment, subject to certain provisions set forth below which are designed to support the class size policies of the Public Schools of Brookline, to ensure even utilization of individual building resources and staff throughout the system, and to protect the educational well-being of the students. If a transfer is approved to one child in a family, there can be no guarantee that a sibling will be granted similar approval. Children of a resident who moves from one school district to another within the Town may be granted permission to remain in the former school district upon request to the Superintendent of Schools or his designee. The transportation of students to out-of-district schools shall be the responsibility of the student's family.

2. Out of District Transfer Requests

With respect to out-of-district transfer requests, the following will be considered:

1. The class size in the school district of the applicant, and that in the school being requested;
2. The overall crowding conditions and staff/pupil loads in the school district of the applicant and that in the school being requested;
3. The parents' reason for the request;
4. The educational well-being of the student, including the opinions of the Principals of both schools and other staff members.

The Superintendent of Schools, based on a recommendation from the Office of Student Affairs, shall have the sole responsibility of deciding out-of-district transfer requests and the assignment of new families residing in buffer zones (*see below*), in accordance with School Committee policy.

3. Buffer Zones

a. Establishment of Buffer Zones

In order to help mitigate overcrowding in a grade or school and/or help maintain balanced class sizes across our elementary schools, the School Committee may establish school attendance “buffer zones,” i.e. addresses or groups of addresses on or near elementary school district boundaries from which new students may be assigned by the Superintendent or his/her designee to any of the immediate school districts.

While committed to neighborhood elementary schools, the School Committee believes buffer zones are a necessary component of any strategy to manage the impacts of

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enrollment growth because they provide the Superintendent greater flexibility to assign students to schools where space and resources afford the best possible education for those students.

b. Family Preference & Sibling Assignment

With respect to the assignment of new families residing in buffer zones:

1. The preference of the family will be considered in making the initial assignment.
2. Unless the family requests a different assignment, which will be considered according to the policy on out-of-district transfers, subsequent assignments of siblings in a given family will be made to the same school.

c. Periodic Review, Modification, Expansion, or Reassessment of Buffer Zone Need

In order to underscore the School Committee's objective of maintaining strong neighborhood schools and reducing the uncertainty felt by some families who move into buffer zones, the School Committee shall periodically review the PSB's need for buffer zones based on enrollments as well as the experience of the community with the buffer zones. Based on any such review, the School Committee may modify or expand buffer zones to include additional schools for potential student assignment provided, however, that such review does not guarantee repeal of any given buffer zone.

d. Public Access to Buffer Zone Information

A current map and full list and description of school attendance districts and buffer zones shall be available from the Town's GIS Department online through the Town's website, or in print form upon request.

4. Temporary Relocation of Students and/or Classrooms: (Voted 2/14/13, #13-13)

In response to extraordinary circumstances, including, but not limited to, space constraints from high enrollment or capital renovation/construction, the Superintendent of Schools may, at his or her discretion, in consultation with the School Committee, and in accordance with the goals outlined in the School Committee's policy J 1 e. Assignment of Students to Schools/Buffer Zones, temporarily relocate a classroom or classrooms of students in grades K-12 to spaces outside of the school to which they are assigned. Such temporary relocation may be sited in rental space or other buildings within the PSB or Town, including other elementary schools. Any such relocation shall be temporary, shall terminate when the need for such relocation ends, and shall not exceed 2 years without a vote of the School Committee on or before March 15th of the second year of implementation. Students relocated under this provision shall retain their original school assignment status for all other purposes including, but not limited to, matriculation and calculations of school enrollment.