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TO: Members of the State Board of Education

FROM: Karen B. Salmon, Ph.D.

DATE: February 27, 2018

SUBJECT: Intra-District Student Transfers

PURPOSE:

To provide updated information on the number of requested intra-district student transfers as compared to the number of State Board of Education appeals related to these transfers.

BACKGROUND/HISTORICAL PERSPECTIVE:

At the February 2, 2018 meeting of the Public School Superintendents Association of Maryland (PSSAM), information was shared with superintendents about the State Board's request for this information. The purpose is to determine how the volume of transfer requests throughout the State compare to the volume that are appealed to the State Board. Information was sent out in the February 8, 2018 Superintendent's Weekly Memo and information was collected by MSDE staff.

EXECUTIVE SUMMARY:

The number of requests by school system vary largely depending on the size of the school system itself. However, the majority of requests in all systems are handled at the local level; a very small percentage are appealed to the State Board. The most common reasons requests are made are usually childcare concerns or a parent is an employee of the system and is requesting the child be closer to the parent's workplace. The most common reasons for denials are generally around student performance and behavior and/or capacity issues at the desired school.

ACTION:

No action is necessary, for discussion only.

Attachments: Data Chart of Intra-District Transfers

Summary of Local Transfer Request Information

LEA	Total # of Transfer Requests	Total # Granted	Total # Denied by LEA Supt	Total # Denied by LEA Board	Most Common Reasons for Requests	Most Common Reasons for Denials
Allegany County	816	816	1	0	<ul style="list-style-type: none"> • Child care • Parent works at School • School Year Completion • Siblings attend the school • Title I Accountability 	<ul style="list-style-type: none"> • Attendance • Behavior • Grades • Full Capacity
Anne Arundel County	1399	1156	49	4	<ul style="list-style-type: none"> • Daycare • Moving into the attendance area • Moving out of the attendance area • Child of an employee • Final Year at current school (5th, 8th, 12th) 	<ul style="list-style-type: none"> • Parent was unable to show a hardship • Parent unable to show the child's needs could not be met at the zoned home school • Parent reason for transfer did not align with regulations.
Baltimore City	3555	3274	0	281	<ul style="list-style-type: none"> • General dissatisfaction with current school • Change in residence • Safety concerns • Desire to attend a school with entrance criteria • Desire to attend an Alternative Options Program(credit recovery) 	<ul style="list-style-type: none"> • Requested school[s] is at/over funded capacity • Student does not qualify for entrance criteria school • Poor attendance/performance at current school • Transfer application submitted outside of the transfer window dates

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LEA	Total # of Transfer Requests	Total # Granted	Total # Denied by LEA Supt	Total # Denied by LEA Board	Most Common Reasons for Requests	Most Common Reasons for Denials
Baltimore County (See note at end of report.)	1649	1449	54	3	<ul style="list-style-type: none"> • Terminal Grade • Program of Study or Specific Course • Change in Residency • Child Care • Child of Employee • Boundary Change • Sibling of a Currently Enrolled Student • Medical/Student Adjustment 	<ul style="list-style-type: none"> • Overcrowded School • Overcrowded Program of Study or Course • Overcrowded grade level • Reason inconsistent with Policy and Rule • Lack of Appropriate Documentation • Application Late/ No Documented Emergency • Requested School is a New School in First Year of Operation • Requested School is in First Year of a Boundary Change • Requested School is a Closed School
Calvert County	926	869	0	0	<ul style="list-style-type: none"> • Daycare • Employee circumstances 	<ul style="list-style-type: none"> • Request does not meet criteria • Grade level closures to transfers and/or tuition requests
Caroline County	67	56	11	1	<ul style="list-style-type: none"> • Moved from attendance area (congruent with policy) • Childcare for an elementary student (congruent with policy) • Teacher's child (congruent with policy) • Pre-K availability (congruent with policy) • Family condition (congruent with policy) 	<ul style="list-style-type: none"> • School over enrolled • Application inconsistent with policy • Lack of documentation • Application late

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Carroll County	1277	1264	13	0	<ul style="list-style-type: none"> • Open School • Childcare 	<ul style="list-style-type: none"> • Closed School – did not meet criteria for exigent circumstances • Did not meet student performance criteria (academic, attendance, discipline)
Cecil County	800	750	0	0	<ul style="list-style-type: none"> • Daycare • School Anxiety • Homeless • Athletics 	<ul style="list-style-type: none"> • Doesn't meet policy requirements • Overcrowding
Charles County	554	356	28	3	<ul style="list-style-type: none"> • Moved during school year • Social problems/bullying • Moved during senior year • To attend school where CCPS employee works • Family hardship/daycare 	<ul style="list-style-type: none"> • Typical daycare (not covered under Superintendent's Rule) • Caught living out of zone • Moved at beginning of school year (Rule allows for transfers if move after start of 2nd semester) • Family has not addressed concerns with school prior to requesting transfer • Personal preference for a specific school

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Dorchester County	337	284	53	0	<ul style="list-style-type: none"> • Day care • Employee request for child to attend closest to worksite • Presence of physical or emotional condition • Program offered at one school that is not available at assigned school (includes athletics) 	<ul style="list-style-type: none"> • Class size • Reason for request does not match allowable approval as stated in policy • Did not meet conditions for satisfactory discipline or attendance while attending out of district school during the previous school year
Frederick County	1292	1095	0	0	<ul style="list-style-type: none"> • Childcare • Completed 2 quarters of school year wants to complete the year • Employee Benefit • Continuing in the Feeder pattern school • Moving into District • Accepting into special program 	<ul style="list-style-type: none"> • Reason did not meet criteria in FCPS Regulation 400-15 Assignment and Transfer of Students
Garrett County	192	191	1	0	<ul style="list-style-type: none"> •Child Care •Sibling has IEP •No PK Program in District •PK Program Full in District •Special Considerations: Homeless, Parents going through separation, Foster child, etc. 	<ul style="list-style-type: none"> •Not approved per Admission to School Out of Attendance Area (Policy) 431.2 and Admission to School Out of Attendance Area (Procedure) 431.21

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Harford County	2087	1548	66	8	<ul style="list-style-type: none"> • Child Care • Child of Employees • Hardship • Curriculum • Moved During the School Year 	<ul style="list-style-type: none"> • Requested school is over capacity • Requested grade level is over capacity • Poor attendance of applicant • Lack of documentation for hardship • Disciplinary concerns of applicant

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Howard County	803	703	100	5	<ul style="list-style-type: none"> • Relocation: Students in grades K-12 who have a change of bona fide residence within the county during the school year. • Buy/ Build/ Lease: Resident family will be moving into a new home in the school district within the required 90 days from the first day of attendance. • Employee: Full-time employees may request enrollment of their child in the school where they are currently assigned. • Other: In rare circumstances, the Superintendent/Designee, in consultation with school-based administrators, may grant parent requests for individual exceptions to the student reassignment standards based on documented unique hardship situations. 	<ul style="list-style-type: none"> • The parent/guardian/student does not meet the definition of bona fide residence. All schools have a designated attendance area determined by the Board. A student attending a public school in Howard County is initially assigned to a school serving the school attendance area in which the parents have bona fide residence. Students are required to attend designated schools unless reassignment is granted or administrative placement occurs. • The reassignment/transfer reason(s) don't/doesn't meet the criteria outlined in Policy 9000 – Student Residency, Eligibility, Enrollment and Assignment. • Parents/guardians request continued matriculation for the student at a specified school outside of the residence area. • The reassignment request is based on a safety concern, IEP scenario, or school climate. The Formal Concern Form & Process coordinate requests and transfers related to safety concerns and school climate. The Office of Special Education coordinates requests related to the IEP.

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Kent County	42	34	8	0	<ul style="list-style-type: none"> • Day Care • School employees want child in same building 	<ul style="list-style-type: none"> • Class Size • Attendance • Behavior
Montgomery County	2925	2170	133	10	<ul style="list-style-type: none"> • Mental Health concerns • Financial issues • School/program preference • Being/remaining with friends • Family move • Parents work hours/location 	<ul style="list-style-type: none"> • Lack of documentation of hardship (mental health, financial, parent work hours, etc.) • Availability of in school daycare options • Determination of school preference rather than hardship • Refusal to accept school than those requested • Requested school is full
Prince George's County	2598	2021	20	5	<ul style="list-style-type: none"> • School Preference • Childcare • Terminal grade completion • Educational continuity and/or best interest for foster care students • Safety and/or discipline 	<ul style="list-style-type: none"> • No space available • Requests submitted after the transfer window has closed • Transfers are not permitted for specialty programs • Safety issue was not substantiated • Medical condition could not be substantiated or can be supported at current school • Residency fraud

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Queen Anne's County	335	335	0	0	<ul style="list-style-type: none"> • After-school daycare at the elementary and middle school level. Over half of the requests fall into this category. • Child is employee of QACPS staff member and as a benefit we allow students to attend near where parents are employed. 	<ul style="list-style-type: none"> • School Choice
St. Mary's County	1099	1016	0	0	<ul style="list-style-type: none"> • Child Care • Staff Request • School Year Completer • Course of Study • Other • Program Completer 	<ul style="list-style-type: none"> • Request Does Not Meet Criteria for Transfer • Capacity at Requested Grade Level is not Available

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Somerset County	131	131	0	0	<ul style="list-style-type: none"> • Staff who work at a school outside of their proper school attendance zone requests that their child(ren) go to the school where they work or a school near the school where they work. • Parents who reside in the county but work at the opposite end of the county request to have their children attend a school in close proximity to their place of work. • Deal Island Elementary School is a small, comprehensive PreK-5 facility. We have a number of requests to attend this school due to the small class size. • Parents of high school students will request a transfer to our north end high school in order to participate in football (not offered at the southern end high school). • NOTE: The intra-district requests for 2017-2018 were greatly reduced due to our realignment of grade spans in two elementary schools in the Princess Anne area. 	<ul style="list-style-type: none"> • NOTE: There were no intra-district requests denied during 2016-2017. In past years a handful of intra-district requests had been denied due to parents submitting their requests several weeks past the deadline. Other reasons for denial in the past were due to class size of the school requested to attend. • NOTE: Denials were typically inter-district with parents who live outside of Somerset County and may work within the county or outside of the county but have relatives who reside in Somerset. Their request is generally to have their child attend the school in the attendance zone of the relatives who would be providing before-school and after-school care for their child until they finish their work day.

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Talbot County	323	314	9	0	<ul style="list-style-type: none"> • Childcare • Convenience • Curriculum and Programming 	<ul style="list-style-type: none"> • School's State Rated Capacity • Class Size
Washington County	930	712	10	0	<ul style="list-style-type: none"> • Child care • Child supervision • Final grade(s) in school (Grades 5, 8, 11,12) • Student adjustment/hardship • Complete school year • Intent to move to requested school attendance area 	<ul style="list-style-type: none"> • Large class size • Exceptionally large school enrollment (beyond state-rated capacity) • Does not meet approved special permission criteria • History of attendance or behavior concerns
Wicomico County	635	499	0	0	<ul style="list-style-type: none"> • Change of residence after the start of the school year • Home under construction with occupancy date after the start of the school year • Last year in current school • Program reasons/athletics – high school only • Childcare – Kindergarten through Grade 5 only • Other – extenuating circumstances that are documented 	<ul style="list-style-type: none"> • Class size/school enrollment • Requests not meeting approved reasons
Worcester County	257	255	0	2	<ul style="list-style-type: none"> • Daycare • Moving 	<ul style="list-style-type: none"> • Moved - didn't want to pay tuition

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<p>Note #1: Lines may not reconcile horizontally. For example, in Allegany County, there are 816 requests and 816 granted because the one that was denied at the Superintendent level was approved at the Board level. It was then counted in the total number granted.</p>						
<p>Note #2: Baltimore County has two processes for a Special Permission Transfer Request. The first seven reasons are approved or denied at the school level by the principal. Applications that are approved are entered into the student information system but those that are denied are not tracked. The Special Permission Requests for Medical/Student Adjustment are submitted to the Director of the Office of School Climate. The decisions are made by the Director or his/her designee. Approvals and denials are entered into a database maintained by that office. The number in Total Number of Requests represents only the total number approved and those denied by the director/designee in the Office of School Climate. The total number granted represents all students enrolled as special permission transfers during the 16-17 school year, including those approved in prior years.</p>						