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**LETTER REGARDING 2018-19 INTRADISTRICT TRANSFERS
AT SEVERELY IMPACTED SCHOOL SITES**

January 18, 2019

Dear Parents and Guardians,

This letter is to update you on the current status of the program capacities in our district as it pertains to intradistrict transfers at schools identified as “severely impacted”.

As provided in Board Policy 5116.1 for Intradistrict Attendance, the Governing Board recognizes that parents/guardians of a student who resides within district boundaries may apply to enroll their child in any district school, regardless of location of residence within the district. Furthermore, per Administrative Regulation 5116.1 for Intradistrict Attendance, a student on an intradistrict transfer may be subject to reassignment due to excessive enrollment at a school site.

After close evaluation of the enrollment of special education and general education students in Transitional Kindergarten through 8th grade districtwide, we have determined that all school sites are currently “Closed” to new intradistrict transfers for the 2018-19 school year.

The district has also determined that some school sites may become “Severely Impacted” during the school year. A school is considered “Severely Impacted” if, based upon current enrollment, there is no additional classroom space and/or a current elementary enrollment may severely impact an intermediate school site upon matriculation.

The following schools are currently identified as “Severely Impacted”:

- **Grapeland Elementary**
- **Perdew Elementary**
- **Etiwanda Intermediate**
- **John L. Golden Elementary**
- **Terra Vista Elementary**

In an effort to ensure resident students who enter during the school year have classroom space and are not displaced by non-resident students, the following new restrictions will go into effect immediately for schools designated as “Severely Impacted”:

- New intradistrict transfer requests for students who move out of the school boundaries during the school year will not be approved.
- New intradistrict transfer requests for students who move out of the school boundaries during the school year and whose parent/guardian is a regular employee of the district, may be approved based upon space availability.

Program capacity is monitored on a regular basis and the status of school sites may change throughout the year. To view a complete list of all school sites and their current program capacity, please visit our district website at Etiwanda.org - Click on the “Family” Tab and “Enrollment”. Should you have any questions regarding the district transfer process, please feel free to contact Pupil Services at 909-899-2451.

Sincerely,

Laura Rowland
Director of Personnel and Pupil Services
Etiwanda School District