

Attendance Boundaries

In order to facilitate the most efficient administration, organization and operation of the various schools of the district, attendance areas are designated. Students are to attend the school assigned to the residence of their parents or legal guardians.

Boundaries are designated to distribute population in the schools and assist in traffic and pedestrian safety.

It is recognized that certain conditions may warrant exceptions to the policy. Exceptions may be granted by the Superintendent or designee upon request of the parents or legal guardians of the student.

Attendance Boundary Petition Process

Permission will be a joint decision between principals of the affected schools (importing and exporting schools) and a district level administrator. Decisions will be based upon the welfare of the student, the school's ability to accommodate the educational program of the student, as well as upon space availability and class size issues at the two buildings.

I. Purpose

The purpose of this policy is to establish guidelines under which a student may attend a school outside of their scheduled attendance area.

II. General Statement of Policy

A. Students in Fargo Public Schools will attend the school located in the area in which their parent/legal guardian resides.

B. Exceptions to attendance petitions will be considered on a case-by-case basis ***by the principal in accordance with a district level administrator***. Parents may petition the principal at a preferred school for permission to attend the school so long as they reside within the Fargo Public School District boundaries. The primary factors in considering the request will be the academic welfare of the students, the school's ability to accommodate the educational program of the student and building capacity/class sizes.

III. Procedures

Elementary School

- **Current Petition Students** – Parents of students currently attending on an approved petition may request enrollment of their child(ren) at the current school of attendance for the following school year by submitting a petition to the principal at the school requested by May 1. These current petition families will be notified no later than June 15 regarding the status of their request. Exceptions to Attendance petitions will be approved if they meet the established guidelines.
- **New Petition Requests** – Parents of students requesting a new enrollment of their student(s) at a school outside their assigned attendance area may complete and submit a petition to the principal at the school requested by August 1. These new (or late)

petition families will be notified no later than August 15 regarding the status of their request. Exceptions to Attendance petitions will be approved if they meet the established guidelines.

- 1) Parents must reside within the Fargo School District.
- 2) Petition requests shall be submitted to the requested building's office by deadlines stated above.
- 3) Petitions will be acted upon utilizing the district adopted flowchart. In times of rapidly increasing enrollment, elementary petitions may not be able to be approved until shortly before the start of school, due to priority given to children living within that school boundary to attend that school or may not be able to be approved at all due to capacity limits of a classroom and/or a building. In determining whether space is available, the affected building principal will consider class size and composition of the class(es) affected.
- 4) Placement must provide appropriate services and be in the best educational interest of the student as determined by administration.
- 5) One petition form must be completed annually for each child. If space is not available for all children in a family, parents may either withdraw the petition or split the children between the two schools.
- 6) The student's family assumes the responsibility for transportation to and from school.
- 7) The student maintains acceptable attendance as determined by administration (AP 6220 Student Attendance).
- 8) The decision of the building principal is final

Middle and High School

- School boundaries are established with regard to student population within each school, and students are expected to enroll at the school assigned to their residential area. However, the school district recognizes that circumstances occasionally warrant an exception to this policy. Parents may request enrollment of their child(ren) at a school outside their assigned attendance area by completing the information requested below and submitting the petition to the principal at the school requested. Petitions must be completed prior to January 31. The petition approval is specific to this school. Once the building principal has approved the petition, the school will remain the student's home school until the student leaves or school boundaries are changed.* The following guidelines are considered in the enrollment decision:
 - 1) Parents reside within the Fargo School District.
 - 2) Space is available within the grade level requested.
 - 3) Classes meeting the educational requirements of the student are available.
 - 4) Appropriate services can be provided within the case load of existing staff.
 - 5) Attendance history is satisfactory.
 - 6) Parents assume responsibility for reliable transportation.
 - 7) Petitions must be submitted by January 31 (preparation time for the programming needs of the student).
 - 8) The decision of the building level principal is final.

- 9) *When school boundaries are changed, all existing petitions become null and void. Parents must then reapply to the desired school’s principal. Petition approvals will not be automatic.

NOTE: A student may complete the semester in progress at the time of the move without a petition. If the student wishes to remain the following semester, a petition must be submitted.

NOTE: Upon completion of attendance at a school the parents will be expected to enroll their child at the next level of education in the school where they reside.

B. Duration of Exception to Attendance

Elementary School

The exception privilege will remain in effect for one year unless rescinded by administrative action. It will automatically be terminated by enrollment in another public or private school.

C. North Dakota High School Activities Association (NDHSAA)

Transfer students will be eligible to participate at all levels of competition provided the student was in good standing and eligible on the official date of withdrawal from the last school attended and meets the conditions of the NDHSAA.

Students changing schools through Exception to Attendance petition will be ineligible to register and participate at the varsity level of all NDHSAA sponsored activities for a period of one (1) calendar year. Students affected by boundary adjustments from a Middle School to a corresponding High School will remain eligible. All other transfer students must meet the transfer requirements as set forth by the NDHSAA.

NDHSAA Exception to Attendance will be granted to students’ grade 7-12 who have been a registered/rostered member of the team and in good standing. They must apply before the first day of school and remain at that school for the entire year.

The decision of the building principal is final.

- [Elementary Petition Form](#)
- [Middle School Petition Form](#)
- [High School Petition Form](#)

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