



LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

TITLE: District's K-12 Open Enrollment Transfers for Elementary and Secondary Students

NUMBER: BUL-086303.0

ISSUER: Mark Hovatter
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Facilities Services Division

DATE: March 2, 2020

POLICY: This Policy Bulletin is issued for the purpose of informing administrators of the guidelines governing the District's K-12 Open Enrollment Transfer Program.

MAJOR CHANGES: This Policy Bulletin replaces BUL-066305.0 of the same subject, dated April 8, 2019, and shall remain in effect unless otherwise revised. The content has been updated to reflect policy guidelines alone. A Reference Guide with instructions on the processing of Open Enrollment Transfers will be issued separately.

BACKGROUND: On July 22, 1993, Governor Wilson signed into law a bill intended to increase parental choice options within California's public schools. Assembly Bill 1114 mandates public school choice within a school district (intra-district choice). It required school districts to enact their provisions for the 1994-1995 school year and thereafter, and to adopt an Open Enrollment Transfer Program as a condition for receipt of apportionments from the State School Fund.

The District's K-12 Open Enrollment Transfer Program is another choice provided to parents in addition to the following existing options:

1. Magnet Schools / Centers
2. Permits with Transportation (PWT)
3. Dual Language Education
4. Admission Criteria Schools (ACS)
5. Schools for Advanced Studies (SAS)
6. Zones of Choice (ZOC)
7. Inter-district Permits / Intra-district Permits

Procedures and guidelines for these programs are detailed in bulletins issued separately by their respective offices.

ROUTING
All Employees
All Locations



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GUIDELINES: The following guidelines apply.

A. Resident Students

1. No kindergarten-12th grade student who currently resides in the attendance area of a school participating in the Open Enrollment Transfer Program shall be displaced from that school by Open Enrollment transferred students.
2. Only families residing within the boundaries of Los Angeles Unified School District may participate in this choice option. Therefore, Open Enrollment applications must have resident addresses within the LAUSD attendance boundary.

B. Integration

The school principal has the responsibility of monitoring the school's integration ratio on an ongoing basis, and enhancing the integration status of their schools through choice and option programs.

C. Transportation

Open Enrollment Transfers do not carry transportation privileges.

D. Matriculation

1. Once an Open Enrollment Transfer is granted, it is valid through the final grade offered by the school. Annual renewal is not required.
2. The transfer cannot be canceled by the school. If a parent/guardian cancels an Open Enrollment Transfer, the student must return to the school of residence.
3. Matriculation to the next school through the Open Enrollment process is not guaranteed. When a student matriculates to the next school level (i.e., middle school or high school), a new Open Enrollment Transfer application must be made to the school of choice.

E. Athletic Eligibility

All transfer applications for senior high school students, grades 9 through 12, are subject to the limitations of the California Interscholastic Federation (CIF) "Rules and Regulations Governing Interscholastic Athletics". High school students in interscholastic athletics who apply for Open Enrollment should complete an "Athletic Certification for Open Enrollment Transfer" form at the same time. Questions regarding student interscholastic athletic eligibility should be referred to the Interscholastic Athletics Program Office at (213) 241-5847.



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F. Opportunity Transfer

Opportunity transfer students may apply for Open Enrollment as long as the receiving school administrator can confirm on the MiSiS Student Transfer Form/PAR that the conditions for the return to the home school have been met.

G. Appeals

Denial of an Open Enrollment Application is final and not subject to appeal.

H. Responsibility for Publicity

1. In the spring and after the E-CAST process, the Facilities Services Division will issue a memorandum specifying milestone dates of the Open Enrollment application period and the process of accepting and processing Open Enrollment Transfers for the subsequent school year. The document will be available on the District website for the information of all District schools and offices.
2. News releases concerning Open Enrollment application period will be disseminated by the Office of Communications prior to the Open Enrollment application period. Specific questions concerning Open Enrollment policies and procedures should be directed to the school principal or to Master Planning and Demographics at (213) 241-7597 / (213) 241-8044.

AUTHORITY: This is a policy of School Management Services / Master Planning and Demographics, Facilities Services Division, in compliance with the terms of Assembly Bill 1114 (1993).

RELATED RESOURCES: An associated Open Enrollment Reference Guide ("*District's K-12 Open Enrollment Transfers Procedure*") and Memorandum ("*District's K-12 Open Enrollment Transfers Timeline*") will be issued by the Facilities Services Division.

ASSISTANCE: For assistance or further information, please contact Vincent Maffei, Master Planning and Demographics at (213) 241-7597 / (213) 241-8044.