

ATTENDANCE ZONES

I. PURPOSE

To establish guidelines for creating and/or changing attendance zones

II. SCOPE

This policy applies to the creation and/or modification of Shelby County Schools attendance zones.

III. POLICY STATEMENT

The Shelby County Schools Board of Education may implement attendance zone creation and/or changes for reasons including, but not limited to, the need to equalize enrollment when overcrowding exists, to account for a new building or a building addition, to address school closures; to accomplish grade reconfiguration; to plan for anticipated student population growth or decline, to modify school feeder patterns, or to promote the efficient use of transportation services.

If by majority vote, the Board expresses its agreement with the Superintendent that rezoning is necessary, the Board shall direct the Superintendent to commence the planning process.

If possible, the School Board will take action on the final attendance zone plan recommended by the Superintendent not less than thirty (30) days from the presentation of the proposal but by no later than March prior to the year the rezoning takes place. However, should extenuating circumstances as determined by the Superintendent and the Board necessitate an emergency rezoning action, the Board shall direct the Superintendent to initiate the rezoning process more quickly and the Board will take action accordingly.

Changes approved to school attendance zones during a current school year shall become effective beginning at the commencement of the following school year, unless extenuating circumstances require the Board to implement zoning changes prior to the following school year.

IV. RESPONSIBILITY

A. The Superintendent (or designee) is responsible for administering this policy.

Legal References:

Cross References:

1. 7002 Real Estate

Issued: 01/30/18

The Shelby County Schools Planning Department shall monitor student enrollment, development trends, capacity, and facility utilization year-round and shall conduct an annual review also considering projected growth to ascertain the need for revisions to existing attendance zones and for the creation of attendance zones for new schools. As part of the review, the Planning Department shall create rezoning scenarios for all overcrowded schools where a receiver school is available and evaluate the scenarios based on the rezoning criteria to develop a possible rezoning proposal. The Planning Department shall report the findings of the review to the Superintendent.

- If the Superintendent agrees that the results of the annual review justify rezoning, the Superintendent shall recommend to the Board an initiation of the rezoning process.
- As soon as practical after Board direction to commence the planning process (e.g., February/March), the Superintendent (and/or designee) shall hold 1) a districtwide public meeting and 2) at least one public meeting at the schools that are proposed for rezoning to explain the rezoning process, outline the criteria for establishing attendance zones, present the rezoning proposal, and to provide an opportunity for public input. (Additionally, the process for school closure outlined in policy 7002 Real Estate shall be followed for rezoning proposals associated with school closures.) Notice of at least fourteen (14) work days shall be provided prior to public meeting(s) regarding creating and/or modifying attendance zones. At the meeting(s) the Superintendent (and/or designee) shall present the rezoning proposal for review and discussion of the strengths and weaknesses and time will be provided for questions and answers. The appropriate data relative to each element of the following criteria, which shall be used to the extent practicable to prepare the proposal, shall be provided as part of the discussion:

Capacity and Utilization– The proposals shall attempt to cause schools to be operated at or under capacity. Schools are considered significantly over capacity if they operate in excess of 100 percent utilization and significantly underutilized if they operate at less than 60 percent utilization.

Historic, Current, and Projected Enrollment – The proposals shall take into consideration past, current, and future enrollment.

Transportation Cost/Efficiency – The proposals shall, to the extent

practicable, minimize the duration of travel time and distance in order to promote safety and reduce transportation costs.

Geographic Barriers – To the extent practicable, the proposals should take into consideration contiguous communities as defined by natural barriers, roads, railways, TVA lines, etc.

Rezoning History – To the extent practicable, the proposals shall attempt to avoid rezoning neighborhoods where a rezoning has occurred more than once in a three (3) year period.

School Feeder Patterns – To the extent practicable, the proposal shall attempt to align elementary, middle and high school attendance zones.

Development Trends – To the extent practicable, increases in population from residential developments shall be accommodated by rezonings rather than building new capacity.

Facility Condition – To the extent practicable, the rezoning proposal shall move students to a facility of better condition.

Academic Performance – To the extent practicable, the rezoning proposal shall move students to a facility with a higher academic performance.

Proximity – To the extent practicable, in the development of the rezoning proposal, receiver schools with available seats in closest proximity to students' places of residence will be examined as the first option.

In addition to the public meeting(s), staff will establish a dedicated web presence for the rezoning and will display questions and answers reflective of the concerns of the public.

- As soon as practical after the public meeting, the Superintendent shall recommend to the Board a rezoning proposal inclusive of any adjustments made as a result of the public meeting. (*Generally, the Board takes action on the proposal not less than 30 days from presentation but by no later than March prior to the rezoning year, unless extenuating circumstances exist.*)
- Changes approved to school attendance zones during a current school year shall become effective beginning at the commencement of the following school year, unless extenuating circumstances require the Board to implement zoning changes prior to the following school year.

- Enrollment eligibility in each attendance zone shall be based on the provisions adopted by the Shelby County Board of Education.
- Prior to implementing changes to any attendance zones, parents or guardians shall be provided prior notice of the rezoning plan adopted by the Board. Notice to parents or guardians may include, but is not limited to, rapid notice, electronic communication and the Shelby County Schools website.