

VOLUNTARY TRANSFER PROGRAM

1. Is there a Voluntary Transfer/Defined Choice program this year?

Yes. Parents can contact Pupil Services from May 1st through May 31st to request their Elementary age (K-5) child be transferred to another school.

2. Are there changes to the Voluntary Transfer/Defined Choice program?

Parents may only request to transfer to schools within their quadrant of residence. Parents have the opportunity to select three schools. Parents can only request one (1) voluntary transfer during the elementary years (K-5).

3. What are the quadrants?

Quadrant 1	Quadrant 2	Quadrant 3	Quadrant 4
Nottingham H.S Levy H.W. Smith Ed Smith Solace Hughes	Corcoran H.S <i>Roberts</i> <i>Clary</i> <i>Danforth</i> Meachem VanDuyn Elmwood Dr. King McKinley - Brighton	Fowler H.S. <i>Blodgett</i> <i>Shea</i> <i>Frazer</i> <i>Grant</i> Porter Seymour Delaware Bellevue	Henninger H.S. <i>Huntington</i> <i>Lincoln</i> <i>Grant</i> Weeks Franklin Salem Hyde Webster Lemoyne

4. Is there an appeal process?

If the family of an elementary student wants to transfer to a school outside of their quadrant, a letter must be written and sent to Pupil Services and a copy sent to the school the family wants the transfer. The parent will have an opportunity to present their reasons before a committee made up of parent and school personnel.

5. How do I transfer my child if we move to another part of the city of Syracuse?

If you move during the school year, you must first let your child's current school know you have had a change of address. The district will always want to keep your child in their current school. If your new address allows your child to be eligible for transportation, bussing will be arranged as soon as possible. If you want a transfer for the upcoming school year, go to the office of your child's current school and request a **"four-part transfer form" - Moved - Home School**. Again, your request is based on space availability; however, we will make every effort to accommodate you in your new school.

6. Can I transfer during the school year?

Research has shown students academically perform better if they remain in one school throughout the school year. Therefore, the district does not support transfers during the school year. However, if you move out of the Syracuse City School District, you will be asked to register your child(ren) in your new home school district.

7. Where do Kindergarten parents register their child?

All new students must register in their Home School.

8. How is transfer decisions made?

All decisions are made on a space availability basis at the schools requested.

9. Are there any preferences or priorities in making these decisions?

Yes. The district has always made very effort to keep sibling in the same school. Students returning to their "Neighborhood Home School" of residence will be given priority. Every effort will be made to return all students that have requested a transfer to their home quadrants.

10. Where do students who are new (returning from Charter School or Parochial School) to the district register?

Our Policy requires students to register at their Home School.

11. If a family is registering a new student to the district and the student has a sibling attending a school outside of their home quadrant, can the new student join the sibling outside of their home quadrant?

Yes. The new student must register in their home school and request the Voluntary Transfer/Defined Choice option. We will encourage the siblings to attend school together in their home quadrant; however, based on space availability, we will always try to keep families together.

12. If a student wants to attend their "Home School" (based on their home address), must they always apply for a Voluntary Transfer?

No. The policy allows students who want to attend their home school to go to the office of their current school and request a "**four part transfer form**" to Moved - Home School. Completion of this form will automatically qualify a student for a transfer; however, all final decisions are based on space available in the buildings.

13. Are there other limitations to the elementary voluntary transfer program?

Yes. The Board approved a mobility policy that limits the number (1) of transfers a student can make during the elementary years (K-5).

14. Are Middle School or High School students eligible for the Voluntary Transfer/Defined Choice program?

NO. In 1998, the board limited voluntary transfers to elementary school students only due to space limitations.

15. Can Middle School or High School students transfer schools?

Yes. At their planner meeting with the parents and guidance counselor in eighth grade, a parent can request to attend a school outside their quadrant to access a special program such as the Health Careers Program, the International Baccalaureate, Art Focus or MST programs. There may be an application or portfolio required.

16. Are Middle School or High School students given the option of returning to their home school?

Yes. At the transition points (elementary to middle school and middle school to high school) students are contacted and offered the opportunity to remain in their feeder pattern, or return to their home school. They can also use the "four part transfer form" during the month of May.

17. Can Special Education students request a transfer?

Students in the Elementary grades who receive resource support or speech only services can request a transfer. Students receiving other special education services should check with the special education office for eligibility.

18. Can students who are qualified for ESL services request a transfer?

Students who require ESL support can request a transfer, however, some schools do not have ESL support, therefore transfer can be limited.