

**2013-2014 District Option: Choice/Transfer & Transportation  
If Elected by the District  
for Students Attending Focus Schools**

Student Eligibility

- If a district elects to offer Choice/Transfer and transportation to students enrolled in a 2013 cohort Focus school, or anticipated to enroll in the Focus school, eligible students include those that were enrolled in a K-12 program in the 2012-2013 academic year and are expected to return. However, where students are reasonably expected to attend the identified Focus school in the normal course of events, parents must be provided the same opportunity to elect Choice/Transfer and transportation to another school that is not identified as a 2013 cohort Focus school, or a 2012 or 2013 cohort Priority school. This includes students that are entering kindergarten, students transitioning from elementary to middle school, and from middle to high school.

District Policy and Procedures

- Districts must clearly identify in their **written policy and procedures** how this will be implemented in a fair and transparent manner. The MDE recommends that districts be inclusive in the implementation of these requirements, including
  - Procedures and timelines for parents to apply for the Choice/Transfer option and transportation

District Notice to Parents

- If the district elects to offer parents the Choice/Transfer and transportation option to another school that is not identified as a 2012 or 2013 cohort Priority school, or a 2013 cohort Focus school, parents should be provided notice that includes specific details regarding the parents' right to transfer their student to another public school, including:
  - Notice that transportation will be provided subject to certain cost limitations
  - Notice that if the district receives more applications than can be accommodated, priority will be given to the lowest-achieving children from low-income families
  - A list of Choice/Transfer option schools made available by the district to parents and students. The option schools must not be identified by the MDE as a Priority school in the 2012 or 2013 cohort, or identified as a Focus school for the 2013-2014 school year (recommend that parents be provided a list of eligible schools)
  - Other information to help parents decide which school(s) would be best for their student(s)
  - Parents should be provided at least 14 days to respond to the school or district to indicate the request.