

**BEND-LA PINE SCHOOLS**  
Administrative School District No. 1  
Deschutes County, Oregon  
**ADMINISTRATIVE REGULATION**

Name: Choice Option Schools and Programs  
Section: Instruction  
Code: IGBHAB-AR

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### **Definition**

Choice Option schools and programs provide learning opportunities that are significantly different from other traditional programs, while meeting the same standards and requirements as other schools within the district. Choice Options are structured around a unique curriculum or particular instructional methodology and may be located in the same building as a neighborhood school or in a separate school. Choice Options are designed to serve students from throughout the district.

### **Guiding Principles**

Choice Options are educational alternatives that provide learning opportunities that are significantly different from existing programs and are open to families from throughout the district who choose the specific educational methodology for their student(s). A Choice Option will provide equal opportunity for all nationalities, races, ethnic groups, abilities and genders within Bend-La Pine Schools.

Goals of a Choice Option must be congruent with the district's vision, mission, goals, and strategic plan as well as with state standards. A Choice Option will adhere to established district policies, procedures and assessment practices.

A Choice Option will generally be funded and staffed at the same levels as other district schools serving similar grade levels. The school board may choose to fund start-up or program costs at a different level based on unique needs of the program. The district shall establish enrollment capacities for each grade at the Choice Option each spring for the following school year, based on student-teacher ratios that are comparable to those in the other schools of the district. If more students apply for admission to a Choice Option than space and staffing allow, students will be selected for enrollment by a district defined lottery procedure.

### **Attendance Areas**

The following Choice Options have a defined "magnet zone"

- Amity Creek Magnet at Thompson School
- Highland Magnet at Kenwood School
- Westside Village Magnet at Kingston School

A "magnet zone," where applicable, is defined as an area in proximity to the school where preference will be provided to resident families if they have completed the full application process. Since each Choice Option has a different methodology of instruction, the families living within a "magnet zone" will need to determine that the placement is the right fit for their student and apply. When the district establishes "magnet zones," they shall be drawn in a manner so that a significant majority of the slots are available for students from outside the zones.

For purposes of enrollment, the primary residence of the student must be used. Families who reside in a "magnet zone" and are selected for a Choice Option program will be asked to provide proof of their current residential address; examples of documentation include a property tax statement, mortgage document, rental agreement, or current utility bill. Proof of address must be provided to the school office by August 1.

If it is determined that some address other than the primary residence has been used for obtaining access to a specific Choice Option, then all rights and privileges accorded through this administrative regulation shall be forfeited.

The district will site Choice Options. Parents may need to provide their own transportation as the district provides limited bus routes and transportation to Choice Options.

### **Choice Option Application Process**

Any student residing within the Bend-La Pine Schools' boundaries is eligible to attend a Choice Option. If resident students do not request all of the space available, non-resident students who have been approved for inter-district transfer in accordance with district procedures may be enrolled (see JECB-AP: Admission of Non-Resident Students). The district will inform the public about Choice Options and timelines for application on an annual basis.

Interested families are encouraged to attend informational meetings and school tours as advertised each year. Since the educational focus or methodology differs, and the intent is to match the educational needs of the student, families may submit an application for only one Choice Option. Applications are available on the district website or at all Choice Option sites. Students may only be included in one Choice Option lottery in a given year. If a student is not admitted to their first choice, families may request the student's name be placed on the "interest list" for another Choice Option.

To be considered for admission to a Choice Option, all students, including siblings and students residing within a "magnet zone," must submit a Choice Option application form by the deadline established and advertised by the district. Admission preference into a Choice Option will be in the following priority order:

- Siblings of current students and incoming kindergartners living within the "magnet zone" receive first priority preference if there is available space at their respective grade level. Recent additions to families (i.e.: step-children/adopted children) qualify as siblings under this policy. If there is not space at that grade level, the sibling or siblings will be placed at the top of the sibling waiting list. *Effective the 2020-21 school year lottery, siblings of current students in 5<sup>th</sup> and/or 8<sup>th</sup> grades will not have sibling preference in the lottery process. Sibling preference will only be given to those students who will attend the same Choice Option during the same school year.*
- For a family with multiple children entering the same grade (e.g. twins, triplets, blended families, adoption or any other reason), all of the children will be included on one Choice Option application form. An additional application form must be completed for each child in another grade.
- Incoming students in grades 1-5 (or 1-8, if applicable) who live within the "magnet zones" receive second priority preference. Implementation of the "magnet zone" priority will not displace students currently enrolled. If there is not space at the desired grade level, students will be placed on the "magnet zone" waiting list.
- For Realms Middle and Realms High School students:
  - Realms High School will reserve a maximum of 50% of their 9<sup>th</sup> grade seats for current 8<sup>th</sup> grade Realms Middle School students who submit a Choice Option application for Realms High.
    - A lottery will be held if the number of applications from current 8<sup>th</sup> grade Realms Middle School students exceeds the reserved number of 9<sup>th</sup> grade seats. Students who are not selected in the lottery will be placed on the "reserved-seat waiting list."

- The other 50% of the 9<sup>th</sup> grade seats at Realms High School will be available to all other students who complete the Choice Option application for Realms High.
  - A lottery will be held if there are more applications than available seats. Students who are not selected in this lottery will be placed on the “non-reserved waiting list.”
  - If there are available seats after all students are considered for the non-reserved 9<sup>th</sup> grade seats, those seats will be offered to students who are on the “reserved-seat waiting list.”
- Should a Realms Middle School student choose to go to a different high school for 9<sup>th</sup> grade and then want to return to Realms High School, that student will no longer have preference and will be placed on the “non-reserved waiting list.”

Students who have been reconfirmed on the lottery waiting list from the prior school year’s lottery will receive third priority preference.

Applicants that have submitted their Choice Option application by the application deadline will fill all of the remaining vacancies. In the event that more students apply than can be accommodated, a lottery will be conducted.

Individuals who were on any waiting list the previous year must submit a new application by the lottery application deadline in order to maintain a position on the waiting list.

Students applying for admission to a Choice Option after the application deadline will be placed on an interest list in the order in which the school receives their application. Students on an “interest list” may only be admitted after the students on the “waiting list” for that grade have been admitted.

Early entry requests for kindergarten will not be included in the lottery unless the required testing has been initiated prior to the lottery application deadline. The process must be completed by the end of the academic year in which the application was made.

Whenever applicants exceed vacancies, the following lottery process will be followed:

- The names of those applicants not already enrolled are sorted by grade. Applicants who are sibling groups or live in the appropriate “magnet zone” are separated into their priority groupings.
- Upper grades openings are filled first, followed in descending order by openings in other grades.
- When a family has several children in the lottery, if one child’s name is drawn, at that point the other siblings are enrolled if there are openings in their respective grades. If no openings are available, their names will be placed at the top of the sibling waiting list.
- When all of the openings are filled, a drawing is held of the remaining applicants who are not already on a waiting list, and the names are placed in order at the end of any waiting lists that may already exist.

Notification of lottery results will be mailed.

Once the lottery is completed, and an opening occurs, the first name on the waiting list becomes eligible to fill that spot. A family will have one opportunity to rotate to the bottom of the waiting list, rather than accepting an opening mid-year. The second time a family becomes eligible, they must either accept the opening or be removed from the waiting list.

Families interested in enrolling their children may place their names on the “interest list” at any time. When an opening occurs during the school year and there are no names on the waiting list for that grade, the “interest list” will be used to fill the opening. All interested families need to fill out a Choice Option application form, which will allow them to be involved in the lottery process.

If a student is currently enrolled in a Choice Option and he/she applies and is accepted to another Choice Option, he/she will lose the spot in the current Choice Option. The vacant spot can be filled with a new student from the waiting list.

### **Exceptional Situations**

A student will be withdrawn after an absence of 10 consecutive school days (per OAR 581-023). A student will not be permitted to re-enroll at his/her respective magnet school after an additional 30 consecutive school days of absences. If a student wishes to reenroll at a Choice Option after being dropped from enrollment due to an extended absence, he/she must complete the Choice Option application process.

The district recognizes certain extenuating circumstances may cause a student to have an extended absence beyond the day limits defined above. When a student has an extended absence due to such circumstances (i.e., medical emergency), the principal will consult with the superintendent or designee to determine if that student will be readmitted to the Choice Option.

Parents who wish to have their student return to their attendance area school will lose their spot at a Choice Option and must go through the application process if they would like to reenroll at a Choice Option.