

2019-2020 ATTENDANCE AREA SCHOOL CHOICE Non-resident Transfer Application

THOSE WHO NEED TO APPLY

Families who live outside District 279 that would like their student to attend an attendance area school

Send this application to:

Enrollment Center
ISD 279 - Osseo Area Schools
7051 Brooklyn Boulevard
Brooklyn Center, MN 55429

Fax: (763) 585-7368

Email: enrollmentcenter@district279.org

APPLICATION WINDOW DEADLINES

JANUARY 15, 2019

MARCH 8, 2019

MAY 3, 2019

Applications received after May 3, 2019, will be processed as received.



If you need help with this application, please call (763) 585-7350.

Si necesita ayuda en español para llenar esta forma, por favor llame al siguiente número de teléfono: (763) 549-2444.

Yog koj xav tau kev pab los yog muaj lus nug txog daim ntwav no, thov hu rau tus xov tooj (763) 585-7320.

ABOUT ATTENDANCE AREA SCHOOLS

Attendance area schools each have a unique learning environment that is defined by the characteristics of the communities that they serve. The local communities accent the learning opportunities at an attendance area school and play a significant role in school accomplishments.

The communities that an attendance area school serves are established through an attendance area. An attendance area is a geographic area surrounding the school. Attendance areas optimize enrollment at each attendance area school.

Families who live outside District 279 are not assigned to an attendance area school, therefore, they must apply to attend any attendance area school through a Non-resident Application.

TRANSPORTATION

When students are approved to attend a school outside of their assigned attendance area school, transportation is the responsibility of the biological parent/legal guardian. However, transportation may be provided from an existing bus stop that serves the approved school under the following conditions:

1. The student registers for bus service each school year and is approved to use an existing bus stop.
2. Space is available on existing bus routes.
3. Biological parents/legal guardians accept ultimate responsibility for ensuring that their student can get safely to and from the assigned bus stop.

Note: Existing bus stops are located within each school's attendance area and are not guaranteed to be in a convenient location for your student. From time to time, enrollments change, bus routes change, and available seats on bus routes change.

Consider your options carefully if your student is dependent upon District transportation to attend school.

TO BEGIN THE APPLICATION PROCESS, PLEASE FOLLOW THESE STEPS:

1 Determine your resident district by using the **DISTRICT MAP** at www.district279.org, or by contacting the Enrollment Center at (763) 585-7350 or enrollmentcenter@district279.org. *If your address is within District 279, please apply through a Resident Transfer Application.*

2 Select the schools that you are interested in. **A list of the District 279 attendance area schools is included on the next page.** Choices will be considered in the order that they are listed on your application.

To attend a District 279 magnet school (Birch Grove School for the Arts, Weaver Lake Elementary: A Science, Math, and Technology School, North View Middle School - An IB World School, Brooklyn Middle School - A Science Technology, Engineering, Arts and Mathematics School, and Park Center Senior High - An IB World School), please apply through **MAGNET SCHOOL CHOICE**.

3 Finally, complete the Non-resident Transfer Application attached to this packet. An application must be completed for each student who wishes to attend an alternate attendance area school. **To have the best chance of acceptance to your school(s) of choice, please submit your application to the Enrollment Center by JANUARY 15, 2019.**

APPLICATION TIMELINE

	APPLICATION DEADLINE	DATE NOTIFICATION WILL BE MAILED	ENROLLMENT DEADLINE
APPLICATION WINDOW #1	January 15, 2019	January 30, 2019	February 14, 2019
APPLICATION WINDOW #2	March 8, 2019	March 22, 2019	April 12, 2019
APPLICATION WINDOW #3	May 3, 2019*	May 21, 2019	June 20, 2019

* Applications received after May 3, 2019 will be processed as received.

APPROVAL GUIDELINES

Non-resident Transfer Applications are approved on a space-available basis. A lottery (random selection) will be used if the number of applications exceeds the number of spaces available.

Application priority is given in the following order:

1. Sibling - if the student's sibling already attends the requested school.
2. *Childcare- if the student's childcare is in the attendance area of the requested elementary school.
3. *Employee-if the student's biological parent/legal guardian is an employee of District 279.

* If indicated on the application.

Note: Priority **does not** guarantee that the student will be accepted to the requested school(s).

All first choice schools will be considered first, remaining spots will be filled by the second choice, and then lastly by the third choice.

WAITING POOL

Applications not selected for approval will automatically be entered in a waiting pool for consideration in the next application window or as space becomes available when disapproved after May 3, 2019. After our 3rd lottery, applications in the waiting pool are selected in order of date received.

ATTENDANCE AREA SCHOOL CHOICE OPTIONS AND LOCATIONS

Elementary Schools

SCHOOLS	START/END TIME
Basswood Elementary Grades K - 5 15425 Bass Lake Road Maple Grove, MN 55311	Grades K-5 ► 8:50 a.m. - 3:20 p.m.
Cedar Island Elementary Grades K - 5 6777 Hemlock Lane Maple Grove, MN 55369	Grades K-5 ► 9:30 a.m. - 4:00 p.m.
Crest View Elementary Grades K - 5 8200 Zane Avenue North Brooklyn Park, MN 55443	Grades K-5 ► 8:50 a.m. - 3:20 p.m. Pre-Kg ► 8:50 a.m. -11:20 a.m. 12:50 p.m. - 3:20 p.m.
Edinbrook Elementary Grades K - 5 8925 Zane Avenue North Brooklyn Park, MN 55443	Grades K-5 ► 8:50 a.m. - 3:20 p.m. Pre-Kg ► 8:50 a.m. -11:20 a.m. 12:50 p.m. - 3:20 p.m.
Elm Creek Elementary Grades K - 5 9830 Revere Lane North Maple Grove, MN 55369	Grades K-5 ► 8:50 a.m. - 3:20 p.m.
Fair Oaks Elementary Grades K - 5 5600 65th Avenue North Brooklyn Park, MN 55429	Grades K-5 ► 9:30 a.m. - 4:00 p.m. Pre-Kg ► 9:30 a.m. -12:00 p.m. 1:30 p.m. - 4:00 p.m.
Fernbrook Elementary Grades K - 5 9661 Fernbrook Lane Maple Grove, MN 55369	Grades K-5 ► 8:50 a.m. - 3:20 p.m.
Garden City Elementary Grades K - 5 3501 65th Avenue North Brooklyn Center., MN 55429	Grades K-5 ► 9:30 a.m. - 4:00 p.m. Pre-Kg ► 9:30 a.m. -12:00 p.m. 1:30 p.m. - 4:00 p.m.

SCHOOLS	START/END TIME
Oak View Elementary Grades K - 5 6710 East Fish Lake Road Maple Grove, MN 55369	Grades K-5 ► 9:30 a.m. - 4:00 p.m.
Palmer Lake Elementary Grades K - 5 7300 West Palmer Lake Dr. Brooklyn Park, MN 55429	Grades K-5 ► 8:50 a.m. - 3:20 p.m. Pre-Kg ► 8:50 a.m. -11:20 a.m. 12:50 p.m. - 3:20 p.m.
Park Brook Elementary Grades K - 5 7400 Hampshire Avenue N. Brooklyn Park, MN 55428	Grades K-5 ► 8:50 a.m. - 3:20 p.m. Pre-Kg ► 8:50 a.m. -11:20 a.m. 12:50 p.m. - 3:20 p.m.
Rice Lake Elementary Grades K - 5 13755 89th Avenue North Maple Grove, MN 55369	Grades K-5 ► 8:50 a.m. - 3:20 p.m.
Rush Creek Elementary Grades K - 5 8801 Country Road 101 Maple Grove, MN 55311	Grades K-5 ► 9:30 a.m. - 4:00 p.m.
Woodland Elementary Grades K - 5 4501 Oak Grove Parkway Brooklyn Park, MN 55443	Grades K-5 ► 9:30 a.m. - 4:00 p.m.
Zanewood Elementary Grades K - 5 7000 Zane Avenue North Brooklyn Park, MN 55429	Grades K-5 ► 9:30 a.m. - 4:00 p.m. Pre-Kg ► 9:30 a.m. -12:00 p.m. 1:30 p.m. - 4:00 p.m.

Note: If you are interested in attending Birch Grove School for the Arts or Weaver Lake Elementary: A Science, Math, and Technology School, please apply through **MAGNET SCHOOL CHOICE**.

Middle Schools

SCHOOLS	START/END TIME
Maple Grove Middle Grades 6-8 7000 Hemlock Lane Maple Grove, MN 55369	Grades 6-8 ► 8:10 a.m. - 2:40 p.m.

SCHOOLS	START/END TIME
Osseo Middle Grades 6-8 10223 93rd Avenue North Osseo, MN 55369	Grades 6-8 ► 8:10 a.m. - 2:40 p.m.

Note: If you are interested in attending North View Middle School- An International Baccalaureate (IB) World School, or Brooklyn Middle School—A Science, Technology, Engineering, Arts and Math School, please apply through **MAGNET SCHOOL CHOICE**.

Senior High Schools

SCHOOLS	START/END TIME
Maple Grove Senior High Grades 9-12 9800 Fernbrook Lane Maple Grove, MN 55369	Grades 9-12 ► 7:30 a.m. - 2:00 p.m.

SCHOOLS	START/END TIME
Osseo Senior High Grades 9-12 317 Second Avenue NW Osseo, MN 55369	Grades 9-12 ► 7:30 a.m. - 2:00 p.m.

Note: If you are interested in Park Center Senior High - An International Baccalaureate (IB) World School, or Osseo Senior High's Health Science Magnet Program, please apply through **MAGNET SCHOOL CHOICE**.



General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education

The *General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education* is the required application for all Minnesota school districts. Please use this application for inter-district K-12 open enrollment and inter-district enrollment in Early Childhood Special Education (ECSE). Please use the *Statewide Enrollment Options Application for State-funded Voluntary Pre-Kindergarten and School Readiness Plus* for voluntary pre-kindergarten or school readiness plus open enrollment.

IMPORTANT NOTE: Do not disclose other information to the non-resident district until a seat is offered in writing. At that point, the district will request information such as special needs, birth date, race, ethnicity, academic and other records.

Section 1: To be Completed by One or Both of the Student's Parents or Guardians

Student Information

Student Last Name: _____

First: _____

Full Middle: _____

Will the student be at least age 5 and under age 21 by September 1 of the enrollment year or be applying for ECSE?

Yes No*

***If No, please read information in the [Statewide Enrollment Options Instructions](#) before proceeding.**

Student's current grade level (If applying for ECSE, write EC): _____

Grade Level Desired: _____

Student Resident District Information

Resident District Name: _____

District Number: _____

City: _____

District of Choice (non-resident school district)

District of Choice Name: _____

District Number: _____

City: _____

Identify the reason for the request to enroll in a nonresident district:

Site or Program Preferences

If the non-resident school district has multiple sites/programs that serve your child's needs, you may rank sites/programs in order of preference (add more preferences if desired).

1. _____

2. _____

3. _____

Enrollment Timeline

When are you seeking to enroll your child?

- Immediately
- Not immediately, but sometime during the current school year
- Next school year.

Special Situations

Please check all that apply.

- Sibling preference: student has a sibling currently open-enrolled in this non-resident district.
- Employee child preference: Student has parent or legal guardian who is a Minnesota resident who is an employee of the non-resident district.

- Family move: The student’s resident district changed after December 1 prior to the school year requested, waiving deadlines.
- Student is a resident of City of Edina but the resident school district for the student’s Edina home is not Edina Public Schools. Student seeks enrollment in Edina Public Schools.
- Student is requesting a move into and/or a move out of a district that receives [Achievement and Integration Revenue](#), waiving deadlines. You can check here if you do not know the answer to this:
- Student is currently expelled under Minnesota Statutes, section 121A.45 for a reason listed in [Minnesota Statutes, section 124D.03, Subdivision 1](#), which allows but does not require the non-resident district to deny the application.

Parent/Legal Guardian Information

The student must live with at least one parent/guardian who lives in Minnesota.

Minnesota Parent/Guardian 1

Last Name: _____

First Name: _____

MI: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Street Address: _____

City: _____

State: _____

ZIP: _____

Parent/Guardian 2:

Last Name: _____

First Name: _____

MI: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Street Address: _____

City: _____

State: _____

ZIP: _____

Physical Signature of at Least One Parent/Guardian is Required

I hereby verify that the above information is true and correct to the best of my knowledge.

Signature of parent/legal guardian 1: _____

Date: _____

Signature of parent/legal guardian 2 (optional): _____

Date: _____

Submission Information

For priority consideration, please complete this application and send it to the Superintendent’s Office in the [non-resident District](#) by **January 15** before the first fall enrollment. Please do not send this application to the Minnesota Department of Education. Use one application per student per requested district.

Applications received by the non-resident district after the January 15 deadline may qualify for exceptions to deadline or, if not, districts may voluntarily agree to allow enrollment through a voluntary [School District Non-resident Agreement for Inter-district Enrollment](#).

Section 2: To be Completed by the Non-resident District

Non-resident District: Notify parents/guardians of application approval or disapproval in writing by **February 15 or no more than 90 days after receiving applications** that come later through an Achievement and Integration School Choice Program. If rejected, you must let families know legal reason for denial. Reminder: ECSE open enrollment applications cannot be denied solely due to lack of capacity to provide special education services. (See Minn. Stat. § 124D.03, subd. 6).

Please expedite any requests for open enrollment into Early Childhood Special Education Services.

Families must accept or decline the offer by **March 1 or 45 days after notification that their application has been approved**. After receiving the commitment to attend, the non-resident district must notify the resident district by March 15 (or 30 days after initial receipt if form filed after January 15) of the student’s intent to enroll. Districts must report all counts of rejected applications and reasons to the Minnesota Department of Education by July 15 or each year.

Date Application Received: _____

District Name: _____

District Number: _____

District Contact Name: _____

Title: _____

Phone: _____

Email Address: _____

Does the January 15 deadline apply?

- Yes, the deadline applies and it was met.
- Yes, but it was not met. **If this is the case, contact the superintendent’s office in the resident district immediately regarding Section 3 of this form** to determine whether the resident district and your district will agree to a **Non-resident Agreement** to serve the student prior to open enrollment becoming available.
- No, one or both districts receive Achievement and Integration funding from MDE.
- No, family moved to resident district on December 1 or later.

- No, the commissioner of education and commissioner of human rights have determined the resident district’s policies, procedures or practices are in violation of Title IV of the Civil Rights Act ([Minn. Stat. §124D.03, subd.7](#)).

Will the student have priority in a lottery? No Yes, based on:

- Sibling of currently open-enrolled student in this district.
- MDE-approved Achievement and Integration with specific school choice plan involving the districts.
- Child of Minnesota resident who is a district employee.
- City of Edina resident whose resident school district is not Edina Public Schools, seeking entry to the district.

Approval/Disapproval of Open Enrollment Application

APPROVED

APPROVED BUT WITH A NON-RESIDENT AGREEMENT for upcoming year that is mutually agreed upon by both districts. Enrollment will continue in subsequent years as open enrollment provided that a lottery is not needed for the student’s grade level in the first fall enrollment or the grade level has not been closed by board action. Students will be entered into lottery if one is held. (Non-resident district: keep documentation of the agreement. Districts may document agreement using Section 3 or another format of their choosing.)

STUDENT ASSIGNMENT SITE/PROGRAM: On the basis of information provided in the above application, and with respect to district policies and procedures, the above student will be assigned to:

School Building Name: _____

Starting Date: _____

Grade Level: _____

NOT APPROVED

The non-resident district has denied the request for open enrollment because of the following reason(s) allowed in Minnesota Statutes, section 124D.03. Reminder: ECSE open enrollment applications cannot be denied based on special education program capacity. Check all that apply:

- The January 15 deadline applies and was not met; situations that would have waived the deadline are not present. See Statewide Enrollment Options Instructions or Minnesota Statutes, section 124D.03, subdivision 3.
- Statutory enrollment cap has been reached for open enrollment. ([Minn. Stat. § 124D.03, subd.2](#))
- Grade is closed district-wide by board action. ([Minn. Stat. § 124D.03, subd. 2 and subd.6](#))
- District has denied the application because of specific expulsion reasons allowed in law. ([Minn. Stat. § 124D.03, subd.1](#))

NOTIFICATION TO RESIDENT DISTRICT

Non-resident district must notify resident district or last district of attendance by March 15 or 30 days later of the pupil's intent to enroll in the non-resident district. The same procedures apply to a pupil who applies to transfer from one participating non-resident district to another participating non-resident district.

Name of Superintendent/Responsible Authority: _____

Signature: _____

Date: _____

Please Note: districts may not modify this form, add data fields or create alternative formats.