



ST. JOHNS PUBLIC SCHOOLS
INTRA-DISTRICT SCHOOLS OF CHOICE PROGRAM
(For students that live within the St. Johns Public Schools Boundary)

St. Johns Public Schools offers an intra-district Schools of Choice Program. We have worked with a committee of parents and our building PTO's over the years to develop a plan, which would provide choice, when space is available, while giving priority to families wishing to attend their school of residence.

Schools of Choice placement into Eureka Elementary, Gateway North, Oakview South, and Riley Elementary Schools will be honored for the duration of the student's continual elementary career in the district. Written requests for Kindergarten through grade 5 must be submitted by **May 1st** and may be returned to your child's school or delivered to the district office.

Each year, a drawing will be held by June 15th for all **intra-district** Schools of Choice requests received on or before May 1st for placement into each elementary building where openings exist. Schools of Choice requests received after the May 1st deadline will go into a second pool for a drawing to be held during the first week in August, with placements to occur **ONLY IF OPENINGS EXIST**.

Students will be placed using the following order:

1. Students assigned to their school of residence.
2. A full-time teacher or administrator may enroll his/her child in the school where he/she is assigned.
3. Overload transfers (voluntary/involuntary).
4. Students assigned to the school of choice the previous year with a sibling attending their school of choice.
5. Students assigned to the school of choice the previous year.
6. Students with a sibling attending their school of choice.
7. Students requesting first time assignment in other than their home school, with no siblings enrolled in that school.
8. Students of a non-resident staff member will be placed in schools with openings after the June 15th initial Schools of Choice drawing **and before the state's 105 and 105c Schools of Choice process timeline.**
9. Non-resident students will be assigned to a school **in accordance with the state's 105 and 105c Schools of Choice process in late July.**

A building lottery will be used to determine the order of eligibility for open slots with the first lottery held for placement of students assigned the previous year with a sibling attending their school of choice, followed by a lottery for students assigned the previous year, followed by a lottery for students with siblings in the building, and finally for students without siblings in the school of choice.

(Note: the lottery drawing is based upon the number of open slots within a building and grade; it is not based upon the date the form was received by the school district.)

Transportation is a key issue in the district’s Schools of Choice Program. The district will accommodate requests for transportation if possible and practical for the district but is not obligated to make accommodations. Requests made to the transportation department will be determined on a case-by-case basis.

GUIDELINE: Placement of students submitting intra-district Schools of Choice requests will be allowed into kindergarten – grade 2 classrooms with up to 26 students enrolled, and into grades 3 – 5 classrooms with up to 28 students enrolled. Exceeding yearly threshold numbers for each grade level will be an administrative decision based upon contract limitations, enrollment patterns, and trends.

The Superintendent, or his designee, is authorized to make **tentative** assignments when the school year begins and to finalize those assignments in accordance with the above criteria, after the first complete week of school. Priority lists will be maintained until the fall student count date and open slots filled following parent approval. After the fall student count date, placements will be closed.

**Revision Approved: 04/26/10
05/23/11
03/25/13
02/24/14
03/23/15
02/22/16
02/27/17
02/26/18
02/25/19
02/10/20
01/25/21
02/14/22
02/13/23**

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01/25/21
02/14/22
01/09/23
01/15/24**



ST. JOHNS PUBLIC SCHOOLS
Grades K-5
INTRA-DISTRICT SCHOOL OF CHOICE REQUEST FORM
2024-2025 SCHOOL YEAR

**Please return this form ONLY IF you live within the SJPS boundaries and are requesting Schools of Choice placement!
 Your child **WILL NOT** receive consideration without the request form being submitted.**

Student Name: _____ Grade Entering in **2024-2025**: _____

Home Address: _____

School of Residence: _____

(School area where your home is located – Eureka Elem, Gateway/Oakview, or Riley Elem)

School Child Attended in **2023-2024**:

- Eureka
- Gateway North
- Oakview South
- Riley
- Did not attend previously

School attended in **2023-2024** (if applicable):

- Child’s assigned school of residence
- School of Choice assignment
- Overload assignment

School Assignment Request for 2024-2025:

- Oakview South
- Gateway North
- Riley
- Eureka

Siblings in the requested school: yes no (if yes, please list names and grade levels for **the 2024-2025 school year**)

<u>Name</u>	<u>Grade</u>
_____	_____
_____	_____

Parent Name: _____

Phone: _____ (Home/Cell/Work) Email address: _____

Parent Signature: _____

Requests are due by May 1, 2024.
 Return this form to the school, or mail to:
 Executive Assistant to the Superintendent
 SJPS District Office
 501 W. Sickles Street, St. Johns, MI 48879
or email form to: petersonc@sjredwings.org

Submission of this request for a school other than the school of residence is **not a guarantee of approval.** Decisions will be based on space available as established in the Schools of Choice guidelines. You will be notified of tentative placement, and placements outside of the **school of residence will not be finalized until after the first week of school.**