

Roswell Independent School District

REQUEST FOR ZONE EXEMPTION

New Application _____ Renewal Application _____

Date _____ Time _____

A zone exemption is requested by _____

Student Last Name Student First Name Student Middle Initial

to transfer from _____ to _____

for school year _____ Grade Level _____

The student's residence is _____ Phone _____

Name of parent or legal guardian _____

Students who reside within the Roswell Independent School District boundaries will have first priority to enroll at the school designated by the Board to serve the attendance area within which the student resides. Families of all students enrolled outside their local school attendance boundaries **must provide their own transportation** to school unless the enrollment is a transfer that requires that the district provide transportation.

Priorities and Standards for Zone Exemption:

Continued enrollment at a school under a Zone Exemption Request is subject to student progress, attendance, truancies, behaviors and principal discretion. If a Zone Exemption Request is revoked, the student must return to the school of the student's residence defined attendance area.

1. The district has defined the school district boundary and the boundaries of attendance areas for each public school, as set forth in NMSA Section 22.1.4.
2. The district will accept enrollments for students outside school attendance boundaries to any school in the district subject to class size limitation, which shall be established each year by the Superintendent, according to the following priorities:
 - a. Priority 1. students residing within the defined attendance area and students qualifying for transfer through the "No Child Left Behind;" i.e. student enrolled in a school ranked as a school that needs improvement or a school subject to corrective action;
 - b. Priority 2. students who were previously attending at the requested school; and
 - d. Priority 3. all other requests.
3. Enrollment of students within priorities 2 and 3 may also be subject to the following preferences:
 - a. children of employees employed at the public school;
 - b. after school child care for student;
 - c. child care for siblings of students attending the public schools;
 - d. extreme hardship;
 - e. location of a student's previous school;
 - f. siblings of students already attending the public school; and
 - g. student safety.
4. Enrollment requests will be approved in the order of priorities established under paragraph 2 and to class size limitations. If the number of enrollment requests for priority 3 students exceeds available capacity based on established class size, students requesting enrollment will be entered on a waiting list. Those highest on the waiting list in the highest priority group shall be admitted as space becomes available.
5. If enrollment of a student will cause the maximum class size to be exceeded, students will be displaced beginning with the last student enrolled according to the lowest priority, #3, and preference. Priority 1 students may not be disenrolled.
6. Students who have moved to a different school zone after the first nine-week period of the school year may continue to attend that school for the remainder of the present school year, except when classroom size exceeds the mandated number according to state standards.
7. New Mexico Activities Association Policies concerning transfer students apply to students requesting zone exemptions.

I have read and understand the conditions set forth above.

	Approved	Denied	Parent or Legal Guardian Signature
NMAA Eligibility	<input type="checkbox"/>	<input type="checkbox"/>	Athletic Director
Transfer	<input type="checkbox"/>	<input type="checkbox"/>	Superintendent
			Receiving Principal
			Sending Principal

This Zone Exemption is valid for this Campus and Current School Year.

Routing: Receiving school retains the original, white copy, yellow copy to the school zone in which child resides, pink copy to the parent and goldenrod copy to the Superintendent's office.