

July 28, 2021

**AMEND BOARD REPORT 17-0426-PO1
POLICY ON THE ENROLLMENT AND TRANSFER
OF STUDENTS IN THE CHICAGO PUBLIC SCHOOLS**

THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:

That the Chicago Board of Education ("Board") amend Board Report 17-0426-PO1 Policy on the Enrollment and Transfer of Students in the Chicago Public Schools. The policy was amended to reflect the district's current enrollment and transfer practices and updated organization structure. The policy was posted for public comment from May 19, 2021 to June 18, 2021.

POLICY TEXT:

I. ENROLLMENT

equitable and fair enrollment across the district. The Board of Education shall enroll All all children

program.

ii. Pending identification and transfer to another school, or if the child opts to remain in the home school, the child must be enrolled and provided the most appropriate bilingual education services possible, consistent with the child's linguistic and instructional needs.

iii. The school must ~~shall~~ contact the Office of Language and Cultural Education for any placement in an alternate program or for assistance in

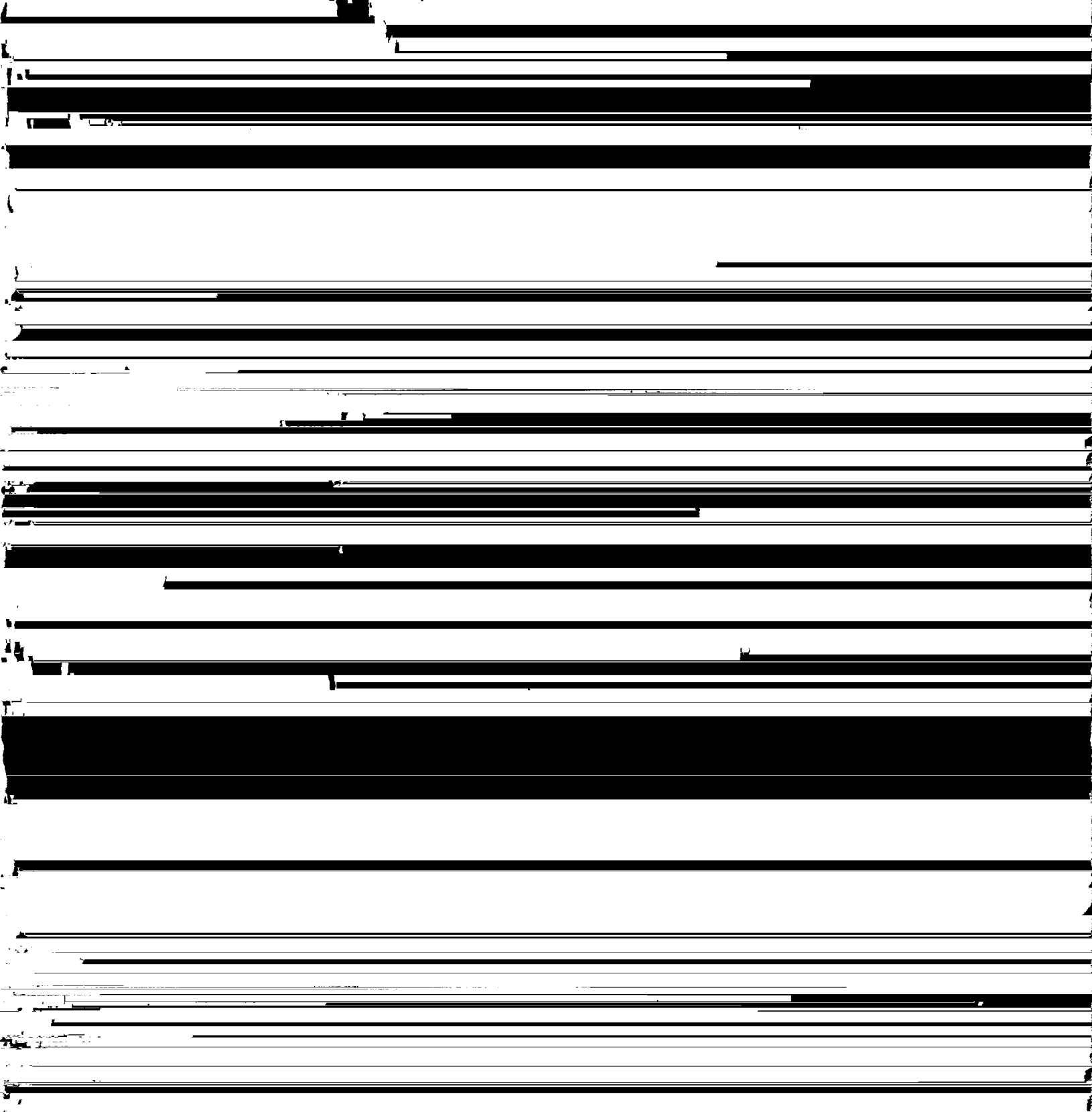
~~disability and an IEP is developed and appropriate program placement is determined an IEP is developed and appropriate program placement is determined.~~

~~Except when otherwise specified by the Board of Preschool Enrollment~~

~~eligibility for enrollment in the school's kindergarten program~~

- c. U.S or Foreign Passport or Visa
- d. Court documents; and
- e. Medical records. (Not acceptable for preschool)
- f. State issued medical card

2. Proof of Immunization. The parent or guardian of a child seeking enrollment must
~~present proof of immunization and other medical records required by the Guidelines~~



The school must make a copy of the original certified copy of the birth certificate and retain the copy as a Permanent Student Record in accordance with the guidelines established by the Chief Executive Officer or designee.

1. If an original certified copy of the birth certificate is not presented at the time of enrollment, the school must provide written notice to the parent or guardian that

2. If the school does not receive the original certified copy of the birth certificate within

incomplete or missing.

c. Students with Disabilities. Further, schools shall follow the Office of Language and Cultural Education's guidelines to ensure appropriate grade placement of ELL transfer students based on educational attainment of the child, not English language proficiency.

with disabilities transferring from other schools outside CPS

d. English Language Learner Students. Schools must shall follow the Office of Language and Cultural Education's guidelines to ensure appropriate grade placement of ELL transfer students based on educational attainment of the child, not English language proficiency.

2. Proof of Good Standing. A student suspended or expelled for any reason from any public or private school in Illinois or any other state must complete the entire term of the suspension or expulsion before being admitted into the Chicago Public Schools. The following requirements apply to transferring students disciplined by

ii. Students with Disabilities. Students with disabilities who have

placement in order to receive their IEP services.

2-11 Exemption from Resolving Documentation

K. L. Application and Admission to Open Enrollment, Magnet and Selective Enrollment

Students seeking to enroll in an Open Enrollment, Magnet, or Selective Enrollment school

or program outside of their attendance area must apply following in accordance with the Board's Admission Policy for Magnet, Selective Enrollment and Other Options for

A. Student Transfer Following a Change in Residence

1. Elementary and Middle School Students

a. Absent extenuating circumstances, transfers of elementary and middle school students ~~whose parents/guardians change their place of residence~~

to a new attendance area, ~~should~~ shall be made at the end of the school year, provided the distance factor does not adversely influence the students' safety, attendance, and academic progress.

b. Parents who immediately want to transfer their ~~children~~ child(ren) to an ~~attendance area~~ after moving from one attendance area to another

~~must~~ shall be allowed to do so.

c. Seventh and Eighth grade students whose parents change their place of residence, ~~however,~~ may remain in the school until graduation if they

~~As the waiting list and offered enrollment of seats become available as described in the~~

b. the school in which the student was last enrolled, including a preschool (school of

origin as defined under McKinney-Vento and IEHCA); or

which the homeless child or youth is actually living are eligible to attend.

6. Transfers Due to School Closings

Nothing in this policy prohibits shall prohibit the Board from authorizing the transfer of students due to school closings, school boundary changes, new school openings, overcrowding or other circumstances that the Board deems appropriate.

7. Transfers From Other Schools

Students wishing to transfer to a Chicago Public School from a private school, including

parent or guardian with a disability is unable to access their child's school.

...to the extent possible, refer cases to the nearest school that meets

