



# Franklin School

**A K-8 Core Knowledge® School**

<http://www.csd509j.net/franklin/>

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## Transferring to Franklin School 2009 – 2010 School Year

**F**ranklin School is an official “school of choice” within the Corvallis School District. All of the students that attend Franklin must transfer from their home attendance school. Consequently, admission to the school is based on the number of applicants during the district’s application window (see dates below). If the school receives more applications than available slots, the district will conduct a lottery among the applicants. Once admitted the transfer is valid for the remainder of the student’s schooling at Franklin.

**E**ach year Franklin will admit a new class of kindergarten students as well as a class of sixth grade students. For the 2009-2010 school year we have open seats in these two classes, as well as a limited number of open seats across the grades. The following is an approximate number of seats that we anticipate filling for the 2009-2010 school year based on current data:

Grade	K	1	2	3	4	5	6	7	8
Available Seats	24	2	2	6	3	3	35	10	11

**T**he transfer policy and protocol for the Corvallis School District is available online at the district website: <http://www.csd509j.net/> The transfer application process is electronic and you can access the form from your home or, if you do not have a home computer we will make one available to you at Franklin at your convenience. Contact the main office for more information.

**T**ours of Franklin School are available on a regular basis, usually at 9:00 AM on school days. We ask that you call ahead to make a reservation if you are interested in visiting the school while we are in session. We have also scheduled an Open House, allowing for an extended visit and conversations with teachers, on Wednesday evening, January 14, 2009, at 7:00 pm. This is a great opportunity to bring your child to the school for a comprehensive visit of the facility with opportunities to meet and talk with the teachers.

# Corvallis School District 509J

## Transfer Policy and Protocol

***Note: Students entering Kindergarten for the 2009-2010 school year may sign up online Spring 2009.***

### **General Information**

Applications for grades 1-12 for the 2009-10 school year will be accepted between November 1, 2008 and January 16, 2009. If there are more applications for a particular school than there are openings, a lottery will be held. The lottery will be based on random numbers assigned to each student. These random numbers will receive additional weighting if a sibling of the applicant currently attends the requested school.

Parents choosing to transfer their student to a school outside their neighborhood boundary will be responsible for transportation to and from the school. If your student was affected by the recent change in the District's boundaries, please read our 2007 Boundary Change Questions & Answers.

The on-line Request for Student Transfer Form is your starting point. Please choose a login and password. Note that you may submit multiple transfer requests under the same parental login/account. If your information changes, you may update the application prior to the January deadline. To ensure that you've completed the process, we will send an email to the address you provide when you set up your profile.

The lottery will be completed by February 1, 2009 and parents will be notified by email. Please make sure that we have your correct email address and contact information for notification. If you are offered an open spot, you must accept it within ten days, or it will be offered to the next student on the list. This acceptance is not a contract, it is an indication that you have chosen to place your student in the accepted school.

Once approved for a transfer, you will need to complete enrollment/registration forms at the new school. Please allow two weeks before you contact the new school to make sure they have time to prepare. Note that if your request for transfer is accepted, your student may attend that school through the highest grade without further transfer requests (unless the transfer is revoked for reasons discussed in the next paragraph).

Under present guidelines, transfers may be revoked for several reasons including problems with attendance, behavior or academic progress. They may also be revoked if, in the future, the school becomes crowded because of growth in students assigned

to that attendance area. Future changes in district policy or regulations may also affect transfers.

For more information, please contact Corvallis School District at 757-5811, or email [student.transfers@corvallis.k12.or.us](mailto:student.transfers@corvallis.k12.or.us)

### **Siblings of Current Students**

Siblings of students already attending the school requested will receive priority for placement if they reside within the Corvallis School District boundary and apply during the central transfer period (November 1, 2008 through January 16, 2009). In the lottery, the random numbers assigned to each student will receive additional weighting if a sibling of the applicant already attends the requested school and will be there next year. To receive the priority, they must attend the same school at the same time.

*NOTE: Requests for transfer of siblings received after the central transfer period will be added to the bottom of any waiting list in the order received. There is no priority for siblings outside of the central transfer period.*

### **Siblings of Current Students Affected by Recent Boundary Changes**

Siblings of students residing in areas that have been reassigned to a different neighborhood school will have the option to attend the school formerly assigned, if they would be attending at the same time as their sibling. In essence, they would be accepted whether there are openings or not. Transfer applications by the deadline of January 16, 2008 are required to exercise this option in the 2009-10 school year.

*NOTE: This option was given to students entering the school in the 2008-09 school year and will also be extended for those entering school in the 2009-10 school year. After this year, they will receive the same preference in lottery as any other sibling.*

### **Siblings of Current Students in Special Programs**

Siblings of students in enrolled special programs such as Life Skills and English Language Learners will be granted automatic transfers to the school where their sibling attends the special program. Please indicate on the Request for Student Transfer the student's name that is enrolled in the Life Skills or English Language Learner program.

Life Skills is a program for developmentally disabled students that operates in Jefferson Elementary, Linus Pauling Middle School and Corvallis High School.

English Language Learners are students whose native language is not English and whose limited proficiency in English needs to be strengthened to be able to learn other content areas. The magnet schools for English Language Learners are Garfield

and Lincoln Elementary Schools, Linus Pauling Middle School, and Corvallis High School.

### **What about students living outside of the Corvallis School District boundary?**

Applicants who live outside the Corvallis School District boundary will only be considered after all transfer requests from in-district students have been processed. If you are requesting an inter-District transfer *for the first time*, you may use the online transfer request as a starting place. Subsequent requests should be made via formal inter-District paperwork. If your student is offered a place at a Corvallis school, you will need to complete a formal inter-district transfer request and ask your resident district to approve the transfer. The school district where you live must release your student through an inter-district transfer form. Students will only be accepted when there is available space in those classes the student would be attending and when the resident district agrees to pay for any extraordinary expenses associated with meeting the student's needs.

Paper applications are required each year and it is the responsibility of the parent to get the appropriate signatures and approvals from personnel at their home District.

### **What about students living within the Corvallis School District boundary?**

The Corvallis School District hosts an on-line application system. This system will allow you to complete an application for your student(s) to attend a school outside your neighborhood boundary. If your request for transfer is accepted, then your student may attend that school through the highest grade without further transfer requests.