

Policy Suspension Effective Date: 2/25/14

ATTENDANCE ZONE POLICY

- A. Attendance zone changes may be implemented for reasons including, but not limited to, the need to equalize enrollment when overcrowding exists, to plan for anticipated student population growth or decline, to modify school feeder patterns, or to promote the efficient use of transportation services.
- B. The Shelby County Schools Planning Department shall conduct an annual review of student enrollment, facility utilization and projected growth to ascertain the need for revisions to existing attendance zones and for the creation of attendance zones for new schools. The Planning Department shall report the findings of the review to the Superintendent.
- C. If the Superintendent agrees that the results of the annual review justify rezoning, the Superintendent shall recommend to the School Board an initiation of the rezoning process. If by majority vote the Board expresses its agreement with the Superintendent that rezoning is necessary, the Board shall direct the Superintendent to commence the planning process.
- D. As soon as practical, the Superintendent shall hold an initial public meeting to explain the rezoning process, outline the criteria for establishing attendance zones, and to provide an opportunity for public input.
- E. After considering the public's comments, the Superintendent shall direct the SCS Planning Department to prepare at least two (2) alternative rezoning proposals to present at a public meeting. The criteria used to prepare the proposals shall comply with the following criterion to the extent practicable:

Capacity – The proposals shall attempt to cause schools to be operated at or under capacity. Schools are considered significantly over capacity if they operate in excess of 100 percent utilization and significantly underutilized if they operate at less than 50 percent utilization.

Projected Enrollment – The proposals shall take into consideration current enrollment combined with future enrollment.

Transportation Efficiency – The proposals shall, to the extent practicable, minimize the duration of travel time and distance in order to promote safety and reduce transportation costs.

Geographic Barriers – To the extent practicable, the proposals should take into consideration contiguous communities as defined by natural barriers, roads, railways, TVA lines, etc.

Rezoning History – To the extent practicable, the proposals shall attempt to avoid rezoning neighborhoods where multiple rezonings have occurred more than once in a three (3) year period.

School Feeder Patterns – To the extent practicable, the proposals shall attempt to align elementary, middle and high school attendance zones.

- F. At the next public meeting the Superintendent and/or the SCS Planning Department shall present at least two (2) rezoning alternatives for review and discussion of the strengths and weaknesses of each proposal and an appropriate time will be provided for questions and appropriate answers. At such meeting, the appropriate data relative to each element of subparagraph E shall be provided as part of the discussion of each alternative. Additionally, staff will establish a dedicated web presence for the rezoning and will display questions and answers reflective of the concerns of the public.
- G. As soon as practical after the second public hearing, the Superintendent shall recommend to the Board one of the alternatives presented at the second public meeting
- H. If possible, the School Board will take action on the final attendance zone plan recommended by the Superintendent not less than thirty (30) days from the presentation of alternatives but by no later than March prior to the year the rezoning takes place. However, should extenuating circumstances as determined by the Superintendent and the Board necessitate an emergency rezoning action, the Board shall direct the Superintendent to initiate the rezoning process more quickly and the Board will take action accordingly.
- I. Changes approved to school attendance zones during a current school year shall become effective beginning at the commencement of the following school year, unless extenuating circumstances require the Board to implement zoning changes prior to the following school year.
- J. Enrollment eligibility in each attendance zone shall be based on the provisions adopted by the Shelby County Board of Education.
- K. Prior to implementing changes to any attendance zones, parents or guardians shall be provided prior notice of the rezoning plan adopted by the Board. Notice to parents or guardians may include, but is not limited to, rapid notice, electronic communication and the Shelby County Schools website.