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**SCHOOL ATTENDANCE AREAS**

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**1.0 Purpose**

The Board of Education shall permit the enrollment of students from other West Virginia Board's of Education or from a school or program of this County, provided each enrollment is in accordance with laws and regulations of the State concerning inter-County student enrollment and transfer, the provisions of this policy, and the administrative guidelines established to implement this policy.

Each school in the county has been zoned by the Board of Education for attendance purposes.

**2.0** For school enrollment purposes, residency refers to domicile, or the parent's or legal guardian's and student's true, fixed, permanent home and place of habitation.

- 2.1** Owning property does not constitute residency unless the student actually lives in the residence more than 5 days out of seven in a period of one week.
- 2.2** The board shall reserve the right to require written documents, affidavits, verifications, or other evidence deemed necessary to establish domicile of a student and family.
- 2.3** The burden of establishing domicile to gain feeder area status is upon the student's parent or legal guardian.
- 2.4** Property tax receipts, utility bills, current driver's license, a legitimate lease, passport, etc., in the parent/guardian's name may be used to establish domicile.
- 2.5** Any family providing false or misleading information regarding domicile shall be denied enrollment as an out-of-attendance area (zone) student.

**3.0** The approved attendance areas for Grant County schools are as follows:

- 3.1** **Maysville Elementary School** – Beginning at Jordan Run-Rt. 28/7 (N39° 58.228' W 79° 17.000') heading north to include public road Rt. 75 to Dolly Sods including Rt. 6, Rt. 4/3, Rt. 4/2, to Rt. 42 encompassing all areas east of the Allegheny Front boundary. Continue on Rt. 42 North, to Scherr covering Rt. 42/14, Rt. 42/3-Buckbee Hollow Rd., Rt. 3/5, Rt. 1-Greenland Gap Rd., Rt. 3/3 to (N39° 09.923' W 79° 05.262')-Apex Farms. North on Rt. 93 to include Rt. 42/2-Oak Dale Dam Site and ending at Rt. 42-Mineral County Line. Beginning at the Mineral/Grant County Line on Knobley Rd.-Rt. 3 (N39° 16.733' W 79° 03.567'), to include Rt. 3/1-Poplar School and Harness Run Rd (N39° 15.417' W 79° 03.328' to Rt. 3/2-Martin Rd. (N39° 12.703'

W 79° 03.321') encompassing Rt. 2-Belle Bab Lane (N39° 11.466' W 79° 04.707'), to include Rt. 3/3-Greenland Gap Rd. to (N39° 09.923' W 79° 05.262'-Apex Farms. Continue south on Rt. 3 to include Rt. 3/4-Morgantown West Rd. to (N39° 08.535' W 79° 07.131') to Possum (N39° 06.928' W 79° 06.665' to Badlands Subdivision, to include Rt. 42/6 Possum Hollow Rd. to Rt. 42 at N39° 05.454' W 79° 08.275' 0. North to Roby Rd.-Rt. 42/13 to Maysville Rd.-Rt. 42/5 to include Rt. 42/7-Hott Hill Rd. to Brick School Rd (N39° 03.100' W 79° 08.230'). At Maysville, Rt. 42 north to Keplinger Hollow-Rt 42/4 to Maysville Road to include , Rt. 42/10, Rt. 42/11, and Rt. 42/12.

- 3.2 Petersburg Elementary School** –Beginning at the Pendleton/Grant County line (N 38° 52.093' W 79° 13.000') Rt. 220 heading north to Petersburg to include Rt. 9 toward Dorcas to include Tom Cox Rd., and at Rt. 9 ending at Durgon Run Road (N 38° 57.685' W 79° 06.877'). Continue to Johnson Run Rd. Rt. 220/2, Rt. 220/3, Rt. 220/4, Rt. 220/7, Rt. 220/8, Rt. 220/9, and Rt. 220/11. Beginning at the Hardy/Grant County Line (N39°00.087' W079°05.087') heading south on Rt. 220 28/55 to Petersburg to include Welton Orchard-Rt. 220/1(N38°59.641' W079°06.690') to the Hardy County line on Welton Orchard Road. (N39°01.603' W079°04.906') Further, at the Pendleton/Grant County line (N38°55.829' W079°18.734') North Fork Rt. 220 South 28/55 heading east to include Rt. 28/8, Rt. 28/11, Rt. 28/4 Powers Hollow (N38°59.690' W 079°12.855'), continuing east on Rt. 28/55 to include Rt. 28/9 (N38°59.868' W079°12.232'), Rt. 28/3-Corners Rd. all the way to N (39° 04.123' W 79° 11.417' ) on Rt. 7-Ridge Rd. Continue East on Rt. 28/55 to include Houghlin Lane-Rt. 28/2 (N39°00.304' W079°10.625'), River Rd.-Rt. 28/1, continuing East to include Rt. 28/19, Rt. 28/23, Rt. 28/24, Rt. 28/25, Rt. 28/29, Rt. 28/28, Rt. 28/10 in to Petersburg. From Petersburg Rt.42 north 6, to include Rt.42/19 to Route 7-Ridge Rd. From Ridge Road to Brick School Rd.-Rt. 7/1 ( N39° 03.100' W 79° 08.230') continuing from that point right on Hott Hill Rd.-Rt. 42/7 to include Rt. 42/8. Continue north on Rt. 42 to include Patterson Creek Rd-Rt. 5, to include Rt. 42/8, Rt. 42/9, Rt. 42/7, continue on north Rt. 5 including Rt. 5/10, Tearcoat Rd.-Rt. 5/9, to (N39° 05.388' W 79° 08.092'). Continue North on Rt. 5 to include Rt. 5/8, Rt. 5/7 to Hardy County Line also to include Rt. 5/6 to follow Foreman Rd.-Rt. 5/5, Rt. 5/3, Rt. 5/4-Thorn Run to (N39° 08.535' W 79° 07.131'), to include Rt. 3/3-Greenland Gap Rd. (N39° 09.923' W 79° 05.262'), including Rt.2-Belle Bab Lane (N39° 11.606' W 79° 02.266'), Rt. 5/1-Poplar School Road (N39° 15.417' W 79° 03.328') Rt. 3/1-Harness Run to the Mineral County Line. Beginning at the Pendleton/Grant County line (N38° 50.478' W 079°10567) on Rt. 9 to include all residences east of the Middle Mountain Ridge Top heading north on said route, including Deep Springs Rd.(N38°53.566' W079°07.232), Rough Run, Arnold Rd.(N38°54.166' W079°07.000), and Spring Run Rd(N38°56.349' W079°05.019'). From former Dorcas Elementary School (N38°58.718' W079°10.280'), continuing north on Rt. 9 to include Hinkle Hollow (N38°56.452' W079°06.483'), Elkhorn/Getts Rd.(N38°57.258' W079°06.545'), Sites Hollow Rd.(N38°57.507' W 079°06.818'), left on North Mill Creek Rd.(N38°57.558' W079°06.891') at Twin

Bridges (N38°57.685' W079°06.877'), continue north to include Durgon Run Rd. to Hardy county line.(N38°58.474' W079°05.109')

- 3.3** **Petersburg High School** – The attendance areas defined for Maysville and Petersburg Elementary Schools.
- 3.4** **Union Educational Complex** –Beginning at Tucker/Grant County line north on Rt. 90 (N39°11.083'W079°26.985') to include areas of Henry, Dobbin, Wilson to Bayard to include Rt. 90/1, and continue to Rt. 90 at Gormaniana (N39°17.565'W079°20.690') to include Rt. 50/1-Cemetery Rd.(N39°16.476'W079°21.497') Rt. 50/12-Energy Rd. (N39°16.501' W079°19.876) to Rt. 50 (N39°17.191'W079°19.519'). From Garrett County, Md/Grant County line(N39°11.710'W079°17.693') Rt. 50 East from Gormaniana to Rt. 50/2-Cherry Ridge Road (N39°16.418'W079° 16.443') to Rt. 50/3-Bismark Rd (N39°16.194'W079°15.665') to Rt. 42 at Mt. Storm (N39°16.622W079°14.469') continuing on to Rt. 50/8 (N39°16.852'W079°14.178') to Rt. 50/4 Schell Road (N39°18.595' W079°12.838'), Rt. 50/11 to include Rt. 50/5 (N39°19.151' W079°10.991'), to Hartmansville at the Mineral/Grant County Line (N39°19.079'W079°11.243'). Beginning at Rt. 93 at the Tucker/Grant County line (N39°11.710'W079°17.693') to include Rt. 93/1, to Rt. 50/3-Bismark Rd. (N39°13.043'W079°14.007'), to Rt. 42/1-Grassy Ridge Rd. (N39°13.140'W079°13.289') to intersection of Rt. 93 and Rt. 42 (N39°13.128'W079°12.646'). From intersection of Rt. 93 and Rt. 42 north continue to Rt. 50(N39°16.622'W079°14.469').
- 4.0** The Superintendent shall prepare guidelines for the implementation of this policy in ways that comply with relevant State laws and guidelines and establish procedures that provide for the following:
- 4.1** Nondiscrimination on the basis of grade level, including preschool disabled; academic ability, English language proficiency; or any level of artistic, athletic, or extra-curricular skills. A student's application cannot be denied because of disciplinary action in his/her home school, except for a suspension or expulsion for 10 days or more that occurs in the current semester or semester immediately preceding the application. If the county does not currently provide services required for a disabled intra/inter-state student, his/her application may be denied.
- 4.2** Application procedures including the criteria by which applications from inter/intra state county students shall be reviewed and prioritized. County students and any intra-state students previously enrolled under the provisions of this policy shall be given priority.
- 5.0** All students are required to attend school in the attendance area of their residence, with four exceptions, as follows:

- 5.1 A student who changes residence to a new attendance area (in county) during the second semester may be allowed to complete the school term at the school he/she attended before moving if the principals and attendance director agree;
- 5.2 A student may, because of justifiable circumstances, be transferred to another school in consultation with the principals and on the superintendent's recommendation/ Board approval provided:
- 5.2.1 Parents who request a transfer from the student's home attendance area to another attendance area must complete the request of transfer procedure as outlined in In-County Out-of-Zone Request for Transfer Administrative Regulations 3050.1.AR.
- 5.2.2 Room is available in accordance with the homeroom size listed below or by a similar method:
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| Pre-Kindergarten    | (10) students per homeroom w/o aide<br>(20) students per homeroom w/ aide |
| Kindergarten        | (10) students per homeroom w/o aide<br>(20) students per homeroom w/ aide |
| Grades 1 through 6  | (25) students per homeroom  |
| Grades 7 through 12 | (28) students per homeroom  |
- 5.2.3 Parents or legal guardians provide transportation for the student unless the student can board the bus at regularly scheduled stops, which would cause no deviation from the regular bus run and provided the bus has not already reached seating capacity. No bus transfers of students below 7th grade will be approved.  
Parental transfer requests must meet the approval of both principals involved, as well as have the superintendent's recommendation and board approval.
- 5.2.4 Parental Transfer Requests must be made in writing per Procedure 3050.AR.
- 5.2.5 The Attendance Director has determined a student to be "Homeless" per WVDE Policy 4110 and Subtitle B, Title VII McKinney-Vento Homeless Assistance Act;
- 5.2.6 For reasons affecting the best interests of a school (i.e., school safety, fiscal concerns, pupil/teacher ratio, etc.) the superintendent may recommend student transfers to the board for approval.
- 6.0 The following guidelines apply to all transfer students:

- 6.1** Students who attend school out of their attendance area must comply with the terms of the agreement of the transfer (i.e., discipline, attendance, enrollment figures, and academics).
- 6.2** A student who changes residence to a new attendance area during the second semester may complete the school term at the school term he/she attended before moving provided he/she complies with the contents of this policy, and the request is made by the parent or legal guardian, in writing, to the principal as soon as possible after the change in residence occurs. Students who have transferred will be required to enroll in their home school if the teacher-pupil ratio is exceeded or causes an additional financial burden upon the school system.
- 6.3** All students who reside in a particular school attendance area and desire to attend school in that attendance area but do not live with their parents or legal guardian must request and receive board permission to attend the school in that attendance area in compliance with the contents of this policy. Principals shall require notarized Acknowledgement of Responsibility signed by the parent/legal guardian and the head of household in which the student resides. This does not apply for students 18 and older.
- 6.4** During the 9th – 12th grades, a student shall be entitled to one transfer into the public high school regardless of from where in the state the student is transferring. A student shall be entitled to transfer back to a non-public high school if said student had been enrolled in said non-public high school 365 day prior to enrollment in the 9th grade. Any student transferring under the provisions of this rule will not become eligible for extra-curricular activities as defined by the WVSSAC until completion of the school year in which said transfer occurs. Eligibility will begin with the succeeding fall sports season. Transfer must be completed prior to the first instructional day of the new school year. (WVSSAC Provision 127-2-7.2.9 governs athletic eligibility.)
- 6.5** All current, applicable rules and regulations of the WVSSAC concerning transfer and athletic eligibility will be followed.
- 6.6** The board may consider out-of-county (non-resident) transfer requests, provided parents/guardians complete Out-of-County Parental Request for Transfer Administrative Regulations 3050.2.AR.

Appropriate documentation shall support the following:

- 6.6.1** The school district in which the pupil is a bona fide resident approve the transfer AND shall pay to the board of the school district in which the student is transferred a tuition that is agreed upon by both boards.
- 6.6.2** If said boards cannot agree on a tuition fee, such tuition shall be equal to the difference between the state aid per pupil received by the county to

which the pupil is transferred and the county cost per pupil in the county to which said student is transferred.

- 6.7** Parents may request that their child be transferred from Grant County to another county, provided parents/guardians complete In-County to Out-of County Parental Request for Transfer Administrative Regulations 3050.3.AR Stipulations 5.6.1 and 5.6.2 also apply.
- 6.8** All transfer requests must be renewed annually.
- 6.9** Any aggrieved person may appeal the decision of the superintendent through the Citizen's Appeal process.

**AUTHORITY:** 42 USC 11431 et seq., WV Code 18-3-19b, 18-5-39, 18-5-16, 18-5-16.a  
WVDE Policy 4110

**ADOPTED:** \_\_\_\_\_

**REVISED: 07/30/13**