4.10.051-P

Portland Public Schools

4.10.051-P
Portland Public Schools Page 3 of 6

4.10.051-P Student Enrollment and Transfers
 (g) Sibling. Children with the same parent or supervising
adult living together at the same address.
(2) Admission and transfer terms
(a) Transfer: A formal request by a district family for a
student to attend a school other than their neighborhood
school or to return to their neighborhood school. There are
two types of transfers:
(A) Lottery transfers: a request to transfer to a focus
option. Lottery transfers are based on space
availability and preferences.
(B) Petition transfers: a request to transfer to a
different neighborhood school, or to a focus option
after the lottery transfer process has closed.
(b) Enrollment: The process for accounting for students in
schools.
(c) Feeder pattern: A designated path for students to
advance from one school grade grouping to another.
IV. Policy Scope
This policy does not apply to nonresident students, alternative education
placements, pre-kindergarten admissions, or charter school admissions.
In order to meet the educational needs of students with disabilities, those
students may be assigned to specialized program services outside of their
neighborhood school. The district also shall be in compliance with all

4.10.051-P
Portland Public Schools Page 4 of 6

4.10.051-P Student Enrollment and Transfers
 (a) Transfers to a different neighborhood school: requests to
transfer to a different neighborhood school will be
considered through the petition process. Petitions will be
considered on an individual basis based on a standard set of
criteria, taking into consideration available space at the
requested school.
(b) Transfers to a focus option: requests to transfer to a
focus option shall be considered through a lottery process
and a petition process after the lottery transfer process has
closed. A transfer request to a focus option is granted based sfer pafsed ad sfer 2

 dmisiod11 a ritesfer pafistsy istitshpo(g)-.24 (ra) 6 (m)
 (s) -6 (f) -15 (e) -11 (r) -15 (paf) -9 50 0 0 5019663-5 27
Tm /TT1 1 Tf a hclsfer 2
cm BT -0.003 Tc 50 0 0 50 600 5822 Tm /TT1 1 Tf [b(e) 27 a hessmeforeihorhod sd20 (d) 111 atrsd20 (s) -8 (f)
11 (e)
27 (r)
 (s) -6 (f) -15 (e) -11 (r) -15 (paf) -9 50 0 0 5016863-5822 Tm /TT
21 Tf ( ) Tj ET Q q 0.24 0 0 0.24 12 589.92 cm BT -0.101 Tc 50 0 0 50 7013-5802
Tm /TT1 1 Tf [(st) 13 cudetsf
 0.24 0 0 0.24 12 589.92 cm BT 50 0 0 5021963-5822 Tm /TT4 1 Tf d b)

)
 -
(d)

i)

2d)

grcdeshc
3l)

Bd Od Od Ad Rd Ld Id Cd Y d

4.10.051-P

Portland Public Schools Page 5 of 6

4 .10 .05 1 -P S tu de nt E n r oll me n t an d T r a n s fe r s

prov ide d i n (4) and (5) bel ow. St u den t s wh o w ant t o att en d a

school other than their neighborhood school shall follow the

adm i ssi on procedure s in Secti on V.

(4) St ude n t s adm itt ed t o a f ocu s opt i on t h at con t i nues f rom on e

sch ool grade groupin g t o an oth er do n ot n e e d t o re appl y f or

adm i ssi on du rin g th e se t ran si ti on s ex cept as prov i ded in t he

f ocus opti on pl an of operati on s.

(5) Students enrolled in a curriculum that includes different

sch ool grade groupin gs m ay e nroll in t he sch ool wit h t h e h i gh er

-7 ET q 0.24 0 0 0.24 12 58.2 cm BT -0.001 Tc 50 0 0 50 475177835-46/TT1 1 Tf [(sch 13 (n)) 6 h(3) 8 (3 -5 (h) -7 ET q 0.24 0 0 0.24 12 58.2 cm BT 58 003 Tc 50 0 0 50 475475 -6Tm /TT1 1 Tf [((5 4 (o)) 8) rlde(t) -7 ((t) p-7 ( ) -2 (2) -3 (de)-5 (h) -11 ((3 -5 ( ) n7 (((3) (t) -7 ((t)) 8) -8 ((3 -7 ((t)) 6) -11 (03 -5 ( ) - ((t) -12 (t) r)1l) -7 (t) -7 ( ) r)1l) -5 (a)) 8) -8 (((3 2 (ET q 0.24 0 0 0.24 12 58.2 cm BT 50 0 0 50 127133 0-6Tm /TT1 1 Tf [(-7 ET q 0.24 0 0 0.24 12 58.2 cm BT -0.001 Tc 50 0 0 50 1753502-6Tm /TT1 1 Tf [(schor-1 (2 (-5 ((t) r: (ET q 0.24 0 0 0.24 12 58.2 cm BT -0.0 0 50 4751 746-6Tm /TT1 1 Tf [(- ET q 0.24 0 0 0.24 12 58.2 cm BT 0.008 Tc 50 0 0 50 450575 -7(tr/TT1 1 Tf [(sch -2 h)] T ET q 0.24 0 0 0.24 12 58.2 cm BT -0.0 0 50 47560 0-7(t /TT1 1 Tf () Tj ET q 0.24 0 0 0.24 12 58.2 cm BT 0.0003 Tc 50 0 0 50 545 Tm -7(t /TT1 1 Tf [(4.) -10 (u) -11 (d) -1 (e) -8 (n) -11 (t) -10 (s) 17 ( ) -12 (et) 5 ( ) r)1) n7 ((t)) 6((3) ((3 -11 (t) r) 6 t)) ((3 -11 (t) 2 (-) -2 (( ) -12 ( ) 4 ( ) r)1) -11 (t) -7 tr)) 6t(3 -11 (t) -5 ( )) 8((3 13) -7 (( ) 11 (t) 4 ( ) -5 (tr)-11 ( )) 8((3 r)1) r) 6 t) -3 ( ) -7 tr)] T( ) 5 ( ) -11 (t) r)1) r)1) -7 (((3 -7 (( ) 2 (-) 4 ( ) -2 ( ) -1 (t) -5 (e) -7 ET q 0.24 0 0 0.24 12 58.2 cm BT 0.0003 Tc 50 0 0 50 4756502-77 /TT1 1 Tf [(fo)n)m /Tgr)12 (r) 6 (3 ( ) 8g) -11 ((3 g-7 ((t)) 8) -12 ( ) -2 ((t) 4 (l) -5 (h) q5 (o)r) 6 o)) 8) 4 (l) -5 (h) -11 (()b11) - ((t)) 6) -11((3 -5 (h) -7 ((t) -12 ( ) r)1l) -3 (de)r) 6 o)-3 (tr)-7 ((t r)1l) p) 6)) 8 (3 -7) (13 ( ) -2 (2) -11 ((3 -7 ((t) 6 (l) -12 ET q 0.24 0 0 0.24 12 58.2 cm BT 0.00 0 50 4751702-77r/TT1 1 Tf [()-7 ET q 0.24 0 0 0.24 12 58.2 cm BT 0.0003 T7 /0 0 0 50 47518043-77 /TT1 1 Tf [(fo)o11 (l) -5 ((t) r-2 (l)) 6( )) 8( ) -14 (e) -3 (c) . T ET q 0.24 0 0 0.24 12 58.2 cm BT -0.0 0 50 4750 65 -778/TT1 1 Tf [ ) -2 ET q 06 713 Tm524 33 25424 3686275 q 0.24 0 0 0.24 12 58.2 cm BT 58 06 Tc 50 0 0 50 450575 -86m /TT1 1 Tf [(pr) 28)] T ET q 0.24 0 0 0.24 12 58.2 cm BT 50 0 0 50 1276546 86m /TT1 1 Tf () Tj ET q 0 0 50 q 0.24 0 0 0.24 12 58.2 cm BT -0.001 Tc 50 0 0 50 545668386m /TT1 1 Tf [(4.) -10 (u) -11 (d) -1 (e -5 (tr)-11 (t)) 6((3 -3 (h) -7 (( ) 4 ( ) -5 (tr)q5 (t) r) 6 t)) 8(0 4 ( ) -5 (tr)-1 (t) -7 (( ) 2 ((t) 11 tr)-7 (( ) -3 ( )) 6((3 -2 ( ) t ((3 -5 (tr)-7 (( ) r)1) 4 ( ) -7 (( ) -12 ( ) -5 (tr)-1 (t) -5 (tr)4 ( ) -2 ( ) -7 ((3 -7 ( ) -7 (((3 -2 (h) -5 (l) -7 (( ) r)1) 4 ( ) -7 (( ) r)1 e)) 6t(3 -11 (t) -5 (tr)4 (ET q 0.24 0 0 0.24 12 58.2 cm BT 0.00 0 50 475112 386m /TT1 1 Tf [()-7 ET q 0.24 0 0 0.24 12 58.2 cm BT 0.0003 Tc 50 0 0 50 4751(6)386m /TT1 1 Tf [(sch) 8) -3 (tr)) 6) 4 (l)) 8) -3 (de)) 6) -7 ET /Gcs g 0 713 Tm524 33 25424 3686275 q 010 0386.6m 5.68 12 386.6m 5.68 12 385 cm 5.4 0385 cm 5h f.68 12 385.Tm 5.72.560385 Tm 5.72.560385 m 5.68 12 385 m 5h f 0 50 q 0/Gc2 g 0.24 0 0 0.24 12 58.2 cm BT 58 003 Tc 50 0 0 50 4756502-Tm /TT1 1 Tf ( )schpr)1l) 13 ( )) 8) -3 (de)11 ((t) -7 ((t)) 6) r(t) 4 (l) -5 (h) -3 (de)-5 ( ) t (t) 4 (o) l(t) .7 ET q 0 713 Tm524 33 25424 3686275 q 0.24 0 0 0.24 12 58.2 cm BT 0.00 0 50 475122ltsch 28

4.10.051-P
Portland Public Schools Page 6 of 6

transfer request.
(2) If, after the lottery, staff identifies that there were applicants
eligible for free and reduced meals, up to the district average,
not approved due to the number of sibling applicants, the Board
will review the order of preferences.

4.10.051-P
Portland Public Schools Page 7 of 6

4.10.051-P Student Enrollment and Transfers
 (3) A focus option may make special provision in its Board-approved plan of operations for admitting students from
particular attendance areas.
VIII. Student Transfer Process
(1) Student transfer decisions shall be facilitated by the
administrator assigned to coordinate student transfers.
(2) The superintendent shall establish protocols and procedures,
including deadlines and an appeals process, for lottery and
petition transfers and for inter district transfers.
(3) The superintendent shall establish a process for determining if
space is available in a particular school or program.
(4) For focus options, the superintendent shall establish a process
for admitting students by a centrally administered lottery for
students who submit an on-time lottery transfer request and

4.10.051-P
Portland Public Schools Page 8 of 6

Legal References:
4.10.051-P Student Enrollment and Transfers
 IX. Non-