

## **Sankofa School (SMS) Open Transfer Policy**

Effective January 1, 2021, SMS shall implement a new transfer policy that conforms with Senate Bill 783. This Bill specifies that under the Education Open Transfer Act, out of district student transfers may occur at any time under certain conditions. Therefore, the SMS Board of Education shall grant out of district transfers at any time, providing exception, if the transfer exceeds grade capacity of SMS. Therefore, the SMS Board shall deny student transfers if it has exceeded its enrollment capacity. Additionally, transfers will be limited to two (2) per school year. Special consideration will be given to students who are in Foster Care.

### **Out of School District Student Transfer Denials**

Out of School District Transfers shall be denied if such transfers exceed SMS capacity or for student discipline or attendance issues. The capacity levels for each grade are: (1) **Third Grade- 25 students**, (2) **Fourth Grade 50 students**, (3) **Fifth Grade- 25 Students**. Students who apply for a transfer and whose parent or guardian is an active member of the military or member of the military reserve on active duty shall not be denied a transfer because of capacity limitations.

### **No Transportation if the Transfer is Granted**

If a transfer is granted, it is the parent/guardian responsibility to provide student transportation to and from school. SMS does not provide transportation for students.

### **Appeal for Transfer Denial**

After the SMS Administration denies a transfer, the **parent or legal guardian of the student has ten (10) days to appeal the denial to the SMS Board of Education**. The Board shall consider its appeal at the next regular scheduled meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. If notice is after the deadline for posting, the Board shall consider the appeal at a Special Meeting of the Board of Education. The appeal process shall occur in an executive session to protect the student's privacy rights.

If the SMS Board upholds the denial, the parent or legal guardian may appeal the denial to Oklahoma State Board of Education.

**Statutory Transfer Window** SB 783 requires school districts to accept transfers at any time of the school year subject to capacity limit or the reasons authorized to deny a transfer request.