



# STUDENT ENROLLMENT PLAN 2023-2024

*The Student Enrollment Plan informs and guides registration and enrollment of students into The School District of Lee County.*

*Parent's Bill of Rights*

[https://www.leeschools.net/parent\\_portal/parents\\_bill\\_of\\_rights](https://www.leeschools.net/parent_portal/parents_bill_of_rights)

*Approved February 7, 2023*

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## I. INTRODUCTION

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The School District of Lee County Student Enrollment Plan informs and guides the necessary components of enrolling students into the public schools of Lee County. The Plan's focus on offering parental choice reflects a belief in the educational benefits of providing a variety of options for enhancement in a student's learning while maintaining the District's focus on continuous improvement of student achievement.

- Each student has the opportunity to achieve his/her highest personal potential. The School District of Lee County is a strong and competitive school system.
- Each school in The School District of Lee County provides equitable services to meet the needs of the whole child and each school is academically, athletically, and programmatically competitive with other school options available within the District, county, surrounding counties, and across the State of Florida.
- The Student Enrollment Plan is subject to annual review, refinement, and Board approval.

Since the Fall of 2020, District Administrators have been working to develop a new student enrollment system. Throughout the process, the SDLC has been committed to better addressing system issues (student distribution, transportation, etc.) for the benefit of our students, families, and community. Beginning in 2023-2024, The School District of Lee County is implementing a Proximity Plan for the District elementary students. The Student Enrollment Plan for 2023-2024 is focused around reducing the size of the attendance zones. Also impacted will be the transportation system; bus routes will be shorter and there will be a reduction in the number of bus routes. Implementation will begin with the 2023-2024 school year at the **elementary level**.

## II. STUDENT ENROLLMENT PROCESS: ELEMENTARY

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### A. Open Enrollment / School Selection

The District's formal enrollment period (Student Open Enrollment) for the parents and guardians of students will be modified for 2023-2024 with the implementation of the new Proximity Plan. All students currently enrolled in district elementary schools are provided the option to continue to attend their current school of enrollment. However, school bus transportation will not be provided to those students unless the current school is within the new proximity boundary for the student's residence.

Families participating in the Proximity Plan (incoming Kindergarten students, elementary level students new to the District, and those living outside of the new zone and needing

transportation) are asked to rank the schools within the new Proximity Plan attendance zones. Students will only receive transportation for elementary schools within the residential choice proximity zone in which they reside. Families who require bus transportation will always be guaranteed an available seat at a school with capacity in their proximity zone. \*

Students desiring to remain in the current school of enrollment when that school is outside the new Proximity Plan map will be waiving transportation. The District will offer a concurrent window in which parents will make the decision to either remain in the current school of enrollment and waive bus transportation services (if living outside of their current school's proximity zone) or to enter the new Proximity Lottery. Families who do not make an enrollment decision by the end of the lottery period will be automatically entered into the new Proximity Lottery so that school bus transportation will be available to them.

The Sibling Preference (the ability to link younger siblings to older siblings at a school) will continue as an assignment factor in the Proximity Plan. Parents with an incoming Kindergarten student will be notified of enrollment with the sibling. This will occur after the Kindergarten pre-registration window closes.

In the event the incoming Kindergarten and current siblings are enrolled in a school outside the new Proximity Plan map, the parent may make the decision to waive transportation, or to enter in the lottery for a school within the Proximity Plan attendance zone to continue to receive school bus transportation services.

*\*If there are not available seats within a proximity zone, then the student will be transported to an designated adjacent proximity zone.*

The lottery process is used in situations in which the number of applicants for a school exceeds the available seats. The system first considers the preferences that a student has and then randomly processes applications when placing students.

Enrollments from the lottery are made to fill the capacity of the school according to the following preferences:

- ESE and special programs
- Sibling preference
- Proximity 1 (P1 – residence within two miles of school)
- Serious illness or death of custodial parent (HB 7029)
- Dependent child of active duty military personnel whose move is a result of military orders (HB7029)
- Relocated due to foster care placement in a different school zone (HB7029)
- A move due to court-ordered change in custody (HB7029)

## B. SDLC Proximity Plan Three Year Progression

<b>SDLC Proximity Plan Three-Year Progression</b>		
<b>Year 1 (2023-2024)</b>	<b>Year 2 (2024-2025)</b>	<b>Year 3 (2025-2026)</b>
<ul style="list-style-type: none"> <li>• Incoming Kindergarten students</li> <li>• Students new to the district</li> <li>• Rising students living in new attendance zone and requesting transportation</li> <li>• Rising students (1st-5th) will have option to remain enrolled at their current school; must provide transportation if they live beyond new attendance zone</li> </ul>	<ul style="list-style-type: none"> <li>• Incoming Kindergarten and 1st grade students</li> <li>• Students new to the district</li> <li>• Rising students living in new attendance zone and requesting transportation</li> </ul> <p><u>Additional Considerations:</u></p> <ul style="list-style-type: none"> <li>• Middle School choices aligned to proximity maps</li> <li>• Move transportation to 3 tier system</li> <li>• Adjust high/middle school start/end times</li> </ul>	<ul style="list-style-type: none"> <li>• Incoming Kindergarten-1st- 2nd grade students</li> <li>• Students new to the district</li> <li>• Rising students living in new attendance zone and requesting transportation</li> </ul> <p><u>Additional Considerations:</u></p> <ul style="list-style-type: none"> <li>• Middle School choices aligned to proximity maps</li> <li>• Move transportation to 3 tier system</li> <li>• Adjust high/middle school start/end times</li> </ul>

**C. Enrollment Residential/Proximity Plan Zones: Elementary Schools**

<p><b><u>Proximity Zone A</u></b>  Hector Cafferata Jr.  Patriot  Skyline  Trafalgar</p>	<p><b><u>Proximity Zone B</u></b>  Caloosa  Diplomat  Hancock Creek  Littleton  Tropic Isles</p>	<p><b><u>Proximity Zone C</u></b>  Bayshore  J. Colin  North Fort Myers Academy of the Arts (K-8)</p>
<p><b><u>Proximity Zone D</u></b>  Alva (K-8)  James Stephens  Manatee  Orange River  Riverhall  Tice</p>	<p><b><u>Proximity Zone E</u></b>  Pine Island</p>	<p><b><u>Proximity Zone F</u></b>  Cape  Gulf  Pelican</p>
<p><b><u>Proximity Zone H</u></b>  Allen Park  Edgewood  Edison Park  Franklin Park  Orangewood</p>	<p><b><u>Proximity Zone J</u></b>  Colonial  Gateway  Ray V. Pottorf  Treeline</p>	<p><b><u>Proximity Zone K</u></b>  Harns Marsh  Sunshine  Tortuga</p>
<p><b><u>Proximity Zone L</u></b>  Amanecer  G. Weaver Hipps  Lehigh  Mirror Lakes  Veterans Park (K-8)</p>	<p><b><u>Proximity Zone N</u></b>  Sanibel (K-8)</p>	<p><b><u>Proximity Zone O</u></b>  Heights  Rayma C. Page  Tanglewood  Villas</p>
<p><b><u>Proximity Zone Q</u></b>  Bonita Springs  Pinewoods  San Carlos  Spring Creek  Three Oaks</p>	<p><b><u>Proximity Zone T</u></b>  Fort Myers Beach</p>	

### III. KINDERGARTEN PRE-REGISTRATION/REGISTRATION AND NEW STUDENT REGISTRATION

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Parents are given the opportunity to pre-register in the fall for the upcoming school year for students that will be entering Kindergarten. Student must be 5 years old on or before September 1 to enroll. Registrations are entered through the parent portal in FOCUS. Documents needed to register include:

- Copy of Parent photo ID
- Copy of Birth Certificate
- Health Examination (physical) - The exam must be dated within 12 months prior to registration. Physical is required for Kindergarten registration.
- DH680-Florida Certificate of Immunization - Form can be obtained free by taking immunization record to the Lee County Health Department, 3920 Michigan Ave., Ft. Myers, FL. Appointment is required, so please call 239-461-6100.
- Social Security Card (optional)
- Custody Documents (if applicable)
- Proof of Address - Only ONE of the following documents are required (Driver's License are **not** accepted as proof of address):
  - Current Bill (electric bill, water bill, cable bill or any utility bill indicating service address)
  - Signed Lease Agreement (statement from landlord) on their letterhead verifying occupancy. Statement must verify occupancy. *\*Additional documentation may be required prior to registration or change of address.*
  - Homestead Exemption must be used when enrolling, if applicable.
  - Building a Home - Mortgage Acceptance Letter including: name, loan number, property address and a letter from the builder including expected completion date. *\*The completion date must be within 30 days of the student attending school. \*\*Documentation of substantial deposit may be submitted for mortgage acceptance letter.*
  - Buying a Home - Mortgage acceptance letter including: name, loan number, property address and closing date. *\*The closing date must be within 30 days of the student attending school. \*\*Documentation of substantial deposit may be submitted for mortgage acceptance letter.*
  - Living with relatives or friends - A letter indicating family and names of children residing in the home, along with proof of address (one of the above) verifying the address.

These same documents are needed to register students NEW to the country or to the state of Florida or students coming from private school. Students new to Lee County should visit the Student Enrollment Office to enroll in the District.



## **IV. STUDENT ENROLLMENT PROCESS: MIDDLE & HIGH SCHOOL**

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### **A. Open Enrollment / School Selection**

The District's formal enrollment period (Open Enrollment) for the parents and guardians of students will be slightly changed for 2023-2024. The open enrollment period for Middle and High School students, entering grade six, and grade nine, will be at a separate time from the open enrollment period for Elementary students and new students entering Kindergarten.

The Open Enrollment period allows students that are entering Middle and High school and students who are new to the District or students that have changed residential/choice zones or sub-zones to submit school choice applications. Participation in the enrollment process by students at other grade levels is optional, but is limited to two schools of enrollment per level (middle and high). Parents and guardians are encouraged to submit their children's applications during the specified period through their FOCUS Parent Portal. Parents needing assistance with the creation of the FOCUS Parent Portal should contact their child's school. Students new to Lee County should visit the Student Enrollment office to enroll in the District.

Parents may submit the school choice application in FOCUS **ANY DAY** during the advertised Open Enrollment period. Placements are made at the **end** of the enrollment period. Entering an application on the first day does **NOT** impact a parent's guarantee of a particular school. Parents and guardians will be notified of their school after the lottery is run at the end of the enrollment period through FOCUS.

At the time when school choice application is entered, families are required to rank, in preference order, all of the available schools in their residential/choice zone. Zone attractor programs or multi-zone attractor programs may also be ranked. The District makes every attempt to accommodate parental preferences using the factors established in this policy, as described below.

### **B. Enrollment Residential/Choice Zones, Sub-Zones and Programs: Middle & High Schools**

As explained more fully below, the plan divides the District into three Residential/Choice Zones and each of these three zones is further divided into three sub-zones for Middle and High School students. This makes a total of nine areas, excluding the three barrier islands. Because of the strong community concern about equity, the District established funding priorities for capital improvement projects to maintain equivalency of facilities among the Residential/Choice Zones and sub-zones, as well as, maintaining adequate capacity for students residing within each zone and sub-zone.

## **1. Residential Choice Proximity Zones**

In order to provide **all** parents and guardians with a significant number of school options closer to their homes and to allow for diverse school enrollments, the plan divides the District into three large, contiguous, geographic regions or residential/choice zones.

The West Zone is generally the portion of Lee County located west and north of the Caloosahatchee River. The East Zone is generally east of Interstate 75 and north of Martin Luther King Boulevard. The South Zone is generally south of Martin Luther King Boulevard and the Caloosahatchee River.

Existing and planned transportation networks, topographical constraints, available school capacity at each level, and student demographic characteristics were considered in developing the Residential Choice Proximity Zone boundaries. Community cohesiveness and the proximity of schools to concentrated student populations also were considerations in the formation of the zones. The zone boundaries maximize the availability of nearby schools for all families in the District and minimize the need for cross-zone and cross-county transportation networks.

As in the former school choice plan, schools located on the barrier islands (e.g., Sanibel Island, Pine Island and Estero Island) are not considered as part of any residential/choice zone, and students residing in the attendance areas for these schools do not participate in the student enrollment process for as long as they are at an appropriate grade level to attend those schools. This is because the geographic isolation of these areas precludes offering efficient transportation to or from these locations. Students on the barrier islands, however, may apply for zone attractor program schools. Students residing in the geographic boundary of schools on these barrier islands are enrolled to their respective schools if their grade level and Exceptional Student Education (“ESE”) Service Delivery Model (SDM) (if applicable) can be accommodated. Students in these areas will continue to be accommodated in English Language Learner (“ELL”) and ESE programs for which they qualify and/or for which they are recommended according to the ELL Plan and Individualized Education Plan (“IEP”) processes.

## **2. Sub-Zones**

In response to the desire of Lee County residents for increased opportunities to attend schools closer to their homes and to help the District manage transportation more effectively, the plan relies on sub-zones within each of the three Residential/Choice Zones. This increases the opportunity for students to attend schools closer to their homes and helps to reduce transportation costs.

Each of the three zones is divided into three sub-zones. Under the school selection procedures discussed further in this plan, parents or guardians select from among the schools in the sub-zone in which he or she resides and in any contiguous sub-zone within the same

zone. In the event all schools at the student's level in the student's sub-zone and contiguous sub-zone are over capacity, the Superintendent (or his designee) may authorize enrollments to a noncontiguous sub-zone within the zone.

### **3. Advanced Programs and Zone Attractor Programs**

The plan provides for The District to offer advanced educational programs in the Arts, International Baccalaureate (IB), Cambridge, FGCU Collegiate, and STEAM. These advanced programs continue to have admissions or eligibility criteria. Parents and guardians of students applying to advanced programs must comply with the application procedures of this plan, and students must meet the application requirements for the selected program.

Advanced Programs available for high school students include the FGCU Collegiate at Bonita Springs High and Gateway High; the International Baccalaureate Programs at Cape Coral High, Dunbar High, Fort Myers High, and Riverdale High; Cambridge Programs at Bonita Springs High, Cypress Lake High, East Lee County High, Estero High, Gateway High, Ida S. Baker High, Island Coast High, Lehigh Senior High, Mariner High, North Fort Myers High and South Fort Myers High; Arts at Cypress Lake High, Lehigh Senior High, and North Fort Myers High; STEAM at Mariner High.

Middle schools offer Advanced Programs in the area of Arts at the school sites of Bonita Springs Middle, Cypress Lake Middle, North Fort Myers Academy, Harns Marsh Middle, Oak Hammock Middle and Veterans Park Academy.

Parents and guardians of students residing in Lee County must submit an enrollment application for these advanced high school and middle school programs during the designated annual open enrollment period mid-January until February. Only "new" students to the District are permitted to apply and enroll in a special high school or middle school program after the open application period has ended. By definition, a "new" student to the District is one that moves to Lee County from another Florida county, from outside the State of Florida, or from outside the country. Students enrolling from another zone or subzone within the District are not considered "new" students. Additionally, students enrolling from a private school, virtual program, charter school and/or homeschooled in Lee County are not considered "new" students for purposes of the plan. Students that are enrolled in a school after the Open Enrollment period may be considered for the school's Advanced Program if the student meets the requirements.

High schools and Middle schools also offer career academies that students and parents are encouraged to review. In a limited number of sub-zones, the District has attractor schools which offer a specific program that the parent may select.

Under the Plan, the District replicates and expands educational programs by following a district process to ensure that all programs meet the same high standards of quality and instructional value. Current information is available on the District website [www.leeschools.net](http://www.leeschools.net).

## V. FACTORS AFFECTING INITIAL SCHOOL OF ENROLLMENT

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In addition to parental preference, the primary factor relied upon by the plan, other factors may impact the enrollment of students to schools.

### A. Instructional Capacity

Prior to making student enrollments for each school year, the Superintendent (or designee) determines the capacity of each school. The capacity determination for any school will include class size requirements, as required by Florida Constitution and state law. The capacity determination may also include seats set aside for ESE, or other specialized programs.

### B. Sibling Preference

Parents may choose to request their younger child(ren) be enrolled in the same school by entering a school choice application in FOCUS ranking the school selections in the same order. Siblings are defined as children **residing at the same address and having the same guardians**.

- Parents with siblings currently enrolled in The School District of Lee County will receive notification prior to the first enrollment period indicating that their siblings are enrolled in the same school for the upcoming school year. There is no need for the parent to complete a school choice application in FOCUS, unless the parent is desiring to change the school of enrollment.
- Parents are responsible to ensure siblings connect via parents and address. Parents need to check their Focus Parent Portal to ensure addresses are current.
- The District will attempt to give parents with siblings enrolling after the first application period priority in the lottery process; however, if capacity does not exist, the parent will need to decide to accept an enrollment to a different school for the incoming student.
- If a student has been "grandfathered" under the provisions of the Student Enrollment Plan the sibling is **NOT** guaranteed enrollment. \*Transportation is **NOT** guaranteed in "grandfathered" enrollments.

### **C. Proximity Preferences - Proximity 1, Proximity 2\* and Proximity 3\***

Each Residential Choice Proximity Zone school has a "Safe-Walk Zone" (a two-mile range per Florida Statute) delineated by the District. The size of the Safe-Walk Zone varies according to (1) Residential/Choice Zone boundaries, (2) the reasonable walking distance limit defined by Florida Statute, and (3) safe walking conditions. Students who reside within the Safe-Walk Zone-proximity preference 1 (P1) and select that school, are given a preference in the student enrollment process over students who live outside the P1 Safe-Walk Zone, subject to higher ranked priorities and capacity. **Elementary and High Schools have only P1** as a proximity preference. This is due to high schools offering specific programs that may attract students from multiple subzones within the zone. Students may choose to have longer travel times on the bus at the high school level to meet their educational needs.

Proximity preference 2 (P2) is implemented for students applying for grades 6 through 8. This provides a second level of proximity preference from the end of the P1 area reaching up to approximately 5 miles. Students residing in this zone will be provided a preference in the lottery for schools that fall within that distance from their permanent residence.

All students applying for grades 6 through 8 that live beyond approximately five miles from a school will be provided a Proximity preference 3 (P3) to the school in their enrollment zone that is the closest to their permanent residence of equal weight to P2 in the random lottery. The P3 school is predetermined by the District's address catalog in FOCUS.

### **D. Zone Attractor Programs**

Requests for zone attractor programs (high school) are processed and enrollments are made in accordance with established policies and practices, subject to the student enrollment lottery, instructional capacity and applicable preferences. A zone attractor program choice is processed first. If a student is enrolled to a zone attractor program school, his or her application for zone schools will not be processed. Students not receiving an enrollment to the requested zone attractor program school will have their name placed in the eligibility pool for possible transfer to their first-choice zone attractor program school.

### **E. Lottery**

A lottery process is used in situations in which the number of applicants for a school exceeds the available seats. The system first considers the preferences that any student has and then randomly processes applications when placing students.

Enrollments from the lottery are made to fill the capacity of the school according to the following preferences:

- Zone attractor programs (*unique curriculum program(s) specific to a school/zone*)
- ESE and special programs

- Sibling preference
- Proximity 1 (P1)
- Sibling guarantee
- Proximity 2 (P2) and Proximity 3 (P3) (middle school only)
- Serious illness or death of custodial parent (HB 7029)
- Dependent child of active duty military personnel whose move is a result of military orders (HB7029)
- Relocated due to foster care placement in a different school zone (HB7029)
- A move due to court-ordered change in custody (HB7029)

### **F. Grandfathering**

Under the plan, students have the option to continue in their current schools until they complete the highest grade offered at that school. Such “grandfathering” includes students at zone attractor programs. Siblings of students enrolled at schools transitioning from one zone to another, from one sub-zone to another are **NOT** permitted to enroll at schools that are not in their Residential/Choice Zones. Transportation is **NOT** guaranteed under the “grandfathering” enrollment option.

### **G. Continuation Opportunities**

Once a student has been enrolled to a school, he or she may remain at that school until he or she completes the highest grade offered by that school. Students who move from one Residential/Choice Zone to another within the District are treated as a student new to the District and are required to choose from among the schools in their new Residential/Choice Zone in accordance with the student enrollment process outlined in the plan. Students who move to a different Residential/Choice Zone after enrollment is complete have the option to request to remain in their school of enrollment for the remainder of the academic school year. Parents or guardians apply for and receive a moving waiver for temporary (current school year) continuation of enrollment as described herein. Transportation for such students is provided only if transportation routes exist and seats are available on the bus. Moving waivers may be revoked due to discipline matters, attendance/tardiness, and academic issues.

A change of residence within a Residential/Choice Zone has no impact on student enrollment; however, the parent or guardian must provide notification of the residential address change to the school where the student is enrolled so that student transportation may be arranged. Students who move from one sub-zone to another within a Residential/Choice Zone may remain in their current school of enrollment to the highest grade available. If they move to a sub-zone in which they would otherwise be ineligible to attend their current school, the District only provides transportation if routes exist and seats are available on the bus.

## H. Rolling Enrollment

Enrollments for students new to the District or students re-enrolling to The School District of Lee County are processed on a first-come, first-serve basis after the Open Enrollment application period in order to enroll students to schools as quickly as possible. The District enrolls these students to schools on the day their initial application is completed. Students that are currently enrolled in The School District of Lee County and wish to submit a new school choice application after Open Enrollment may enter a new application through the FOCUS portal. When a NEW application is submitted, the student is potentially giving up their seat at their current school of enrollment due to capacity and the eligibility pool.

## VI. CHANGING SCHOOLS / SECOND SEMESTER TRANSFERS & WAIVERS

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### A. Eligibility Pool (Wait Lists)

Every effort is made to accommodate the choices of parents or guardians within the parameter of school capacity and preferences discussed above. Enrollments are made in accordance with this system until all students are enrolled or until no seats remain at the school and grade level.

Students (Elementary, Middle & High) not receiving their first-choice school will be added to the eligibility pool **for possible transfer** to their first-choice school when seats in the grade needed become available. Regardless of the student's choices, a student may enter the eligibility pool for only one proximity zone school and only one zone attractor program school.

Vacancies are filled by applicants in the eligibility pool in accordance with the factors affecting school Enrollments described in the plan. Students in the eligibility pool who decline an available seat will have their name removed from the eligibility pool and the seat will be offered to another student.

Students who accept an available seat in an attractor program school are removed from any other eligibility pool. This process continues for the upcoming school year until the **last day of July**.

### B. Second Semester Transfer

Parents or guardians may request **one** transfer for their child to attend another school in their residential/choice proximity zone **one** time during each of the three levels (elementary, middle and high) by reapplying for a second semester transfer and entering the school choice application through FOCUS. Such transfers are subject to the same factors affecting initial school enrollments. A student's last opportunity for the one transfer is at the **end of the first semester of his or her eleventh (11<sup>th</sup>) grade year**. Absence of extenuating circumstances, only **one** such transfer is permitted during these levels. The District is focused on stabilization, continuity, and each student's academic success.

The District has one scheduled opportunity for students in grades KG through 11 to apply for a second semester transfer. Approval is dependent on seat availability.

## C. Waivers

There are **seven** recognized grounds for waivers allowing permanent enrollments that are not subject to the enrollment factors of the plan:

- Employee Waiver
- Hardship Waiver
- High School Waiver
- Medical Waiver
- Moving Waiver
- Advanced Program Exit Waiver
- Career Academy Waiver

**Parents must provide their own transportation if a waiver is approved unless transportation is already set up and there are seats available on the bus.**

### 1. Employee Waiver In-County / Out-County

An employee may request a waiver when he or she works at a school on a full-time basis, as defined by the employment contract, and wants his/her child to attend the school the employee is staffed at or the school most near with seat availability. An employee waiver may be renewed annually for as long as the employee maintains full-time employment status at that school.

### 2. Hardship Waiver

A waiver may be granted when extenuating circumstances, which can be documented, exist for a family and those circumstances necessitate the placement of a student at a different school than the school enrolled. An older sibling requesting a transfer to younger sibling's school of enrollment is not considered a hardship. If the hardship waiver is denied the first time, it is submitted (level 1), the parent or guardian has the right to request a second review (level 2). A waiver denied a second time may have a third and final review (level 3). ***The deadline for submitting a hardship waiver for the upcoming school year is July 31<sup>st</sup>.***

A committee composed of three-to-five community members selected by the Superintendent/designee from advisory committees, or community members will conduct the third review. The committee is known as the Student Enrollment Community Committee. No District staff serve on this Student Enrollment Community Committee. Parents and guardians are encouraged to provide additional documentation to support their hardship as they move to a higher level in the review process. All decisions by the Student Enrollment Community Committee is reviewed and approved by the Superintendent or his/her designee. ***The deadline for submitting a hardship waiver is July 31<sup>st</sup>, unless an extenuating circumstance exists.***



### **3. High School Waiver**

A student who has attended a high school for four consecutive semesters and moves to a different zone may request a waiver. He/she is eligible for a High School waiver in order to stay at that school until graduation.

### **4. Medical Waiver**

A parent may submit a Medical Waiver Application when extenuating medical circumstances exist for the student. A letter from a parent, along with documentation from a physician **must** accompany request. Documentation should include medical condition, date of diagnosis, severity of condition, frequency of condition, hospitalizations, medication required, and additional information or procedure to be performed.

### **5. Moving Waiver**

In the interest of promoting student enrollment stability, the District may approve a temporary student enrollment moving waiver. Such a waiver shall expire at the end of the academic year in which it is requested.

Students who move to a different choice zone in the District following enrollment, may remain in their school of enrollment for the remainder of the academic school year if their parents or guardians apply for and receive a waiver for temporary continuation of enrollment. The parents or guardians must apply for permanent school enrollment in the new zone under the school selection and student enrollment process during the next appropriate registration period.

The District may also grant a waiver in the form of a temporary reenrollment to a school in another residential choice proximity zone if it can be assured, to the satisfaction of the Executive Director of Student Enrollment/designee, that the student's residence will change to the new zone in the first semester of the academic year and that it is in the best interest of the child to begin and complete the school year in the new zone of residence.

Parents or guardians shall apply for change of residence waivers at the Student Enrollment Office. Transportation for students under either of these waivers may be provided if transportation routes exist and if seats are available on the bus.

### **6. Advanced Program Exit Waiver**

Advanced program exit waivers may also be granted for those students who have not remained in the Arts, International Baccalaureate (IB), Cambridge, FGCU Collegiate or STEAM program for four consecutive semesters and want to leave the program but remain at the same school of enrollment. School Principal and Coordinator of Program will review waiver and approve prior to submittal to the Student Enrollment Department.

## **7. Career Academy Waiver**

Career Academy waivers may be granted for those students requesting enrollment in a school with a particular academy of interest. Request will be received by The Student Enrollment Department and reviewed by the Career and Technical Education (CTE) Department and Academic Services staff.

## **VII. FLORIDA HOUSE BILL 7029 ENROLLMENT and TRANSFERS**

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In addition to the opportunities for school enrollment addressed in other provisions of this plan, students residing in other school districts in the state of Florida, who are not subject to suspension or expulsion, may exercise their right under Florida House Bill 7029, to seek enrollment to a school in the Lee County School District which has not reached capacity. Such school enrollments shall be made according to the following process. Other provisions of the plan do not apply to enrollment under this section unless specifically stated.

**A.** Applications - Applications will be accepted during a two-week period beginning four weeks prior to the start of the following school year. A lottery will be conducted at the end of the two weeks to determine available capacity based on the following lottery preferences (b through e carry the same weight):

1. Serious illness or death of custodial Parent
2. Dependent child of an active duty military personnel whose move is a result of military orders
3. Relocated due to foster care placement in a different school zone
4. A move due to court-ordered change in custody

**B.** Capacity – School capacity for purposes of Florida House Bill 7029 under this section is defined as 90% of program capacity to meet growth in five years based on projections. The capacity of each school in the District and a separate listing of schools that have not reached capacity is maintained on the District website. If the District website shows capacity is available at a school in which the student is seeking to enroll, the parent must contact the student enrollment office to determine whether the available seat(s) are of the grade and service delivery model appropriate to serve the student. School enrollment of students pursuant to this provision is based on the availability of a seat appropriate to meet the student's educational needs. If the student's needs change and the seat is no longer appropriate to serve the student, the parent must return to the Student Enrollment office to determine if an appropriate seat is available. If there is no seat available in the school that is appropriate to serve the student, the student will be required to return to the district of residence to seek enrollment at a school with services needed to serve the student appropriately.

- C. Grandfathering – Students will be grandfathered to the highest level of school enrolled.
- D. Transportation – Transportation is not provided to students enrolled to a district school under this section.
- E. Limitations – School transfer under this provision is not permitted.
- F. Preferences – The preferences addressed in section II.A. of The Student Enrollment Plan, including proximity and sibling preferences do not apply to students residing outside of the Lee County School District enrolled or transferred under this section.
- G. Revocation – The enrollment or transfer of a student to a Lee County District school under this section shall be revoked: 1) immediately, if the student receives an expulsion or out of school suspension, and 2) at the semester break, if the student’s attendance is insufficient to meet educational needs as determined in the sole judgment of the school principal.
- H. Eligibility Pools – Eligibility pools are not open to students seeking enrollment under this section.
- I. Waivers – School enrollment waivers addressed in section VI.C of the plan are not available to students seeking enrollment or transfer under this section.

**VIII. STUDENT ENROLLMENT OFFICE INFORMATION**

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The District Student Enrollment Office is located in the Lee County Public Education Center at 2855 Colonial Blvd., in Fort Myers. Parents and guardians may email questions regarding registration and enrollment to [studentenrollment@leeschools.net](mailto:studentenrollment@leeschools.net), visit the District website [www.leeschools.net](http://www.leeschools.net), or visit the Student Enrollment Office. Public office hours: Monday-Friday, 9:00 AM – 4:00 PM.

**School District of Lee County**  
**Student Enrollment Office**  
**2855 Colonial Blvd.**  
**Fort Myers, FL 33966**  
[studentenrollment@leeschools.net](mailto:studentenrollment@leeschools.net)