

Parents in Eugene School District 4J may choose their children's school. The district's school choice policy means that any student in the district may attend any 4J school, provided there is space available.

4J schools strive to maintain an innovative and high quality educational environment. The state and the district have established educational objectives for students that every school must address. However, schools may differ in philosophy and how they meet their objectives. Every district school has been encouraged to build upon its unique strengths and to develop innovative programs to meet student needs. No matter which school you choose, your student will receive an excellent education.

Choices and possibilities for parents:

1. Enroll in your neighborhood school.
2. Request to attend another 4J neighborhood school or alternative school.
3. Request to attend a public charter school within the district. These schools require a separate application that is available at the school.

Neighborhood schools

The starting point. There are many advantages to enrolling your child in your neighborhood school. Each neighborhood school is unique, but all emphasize developing strong educational programs that reflect the needs and interests of children and families in their area. All neighborhood schools strive to constantly improve the overall educational experience, including student performance on state tests, exposure to specialist teachers, extracurricular activities, and parent and community involvement. The principal at your neighborhood school can share the school's improvement goals for the year and tell you more about each program's strengths. We suggest you start by getting to know your neighborhood school during an open house, or call to schedule a visit. For more detailed information about school visitations, you may contact any school, 4J Education Center office of Instructional Services, or visit our website at <http://www.4j.lane.edu>

You may also transfer to a different neighborhood school, if you feel it better meets your child's needs and there is space available at the school.

Alternative schools

4J's alternative schools develop programs that build on a particular theme or approach to education. Alternative schools in the district include language immersion programs in French, Spanish and Japanese; an arts and technology K-8 school; and other approaches to K-12 education. Alternative schools have no attendance boundaries—families from all neighborhoods may request to have their child attend any school. Because space is limited in the alternative programs, enrollment is by lottery.

Application Process

Transfers between neighborhood schools and entry into alternative schools are possible as space is available. All school choice request forms received during the annual open enrollment period will be included in the school choice lottery which takes place each spring for the following school year. Transfers will be granted in the order determined by the lottery. Transfer requests received after the lottery deadline may be accommodated if there is space available, otherwise the student will be placed on the school's waiting list.

To request enrollment in an alternative school or other neighborhood school, follow this process:

- Starting Jan. 5, 2010, pick up a School Choice Request form at any school, at the 4J Education Center office of Instructional Services, 200 North Monroe Street, or online at <http://www.4j.lane.edu>
- Complete the School Choice Request form. You may include up to three choices on this form, chosen from the list of options on the reverse of the School Choice Request form.
- Return the School Choice Request form no later than 5:00 p.m. March 19, 2010 to the 4J Education Center office of Instructional Services, 200 North Monroe Street. **Forms must be received in our office by 5:00 p.m., March 19, 2010.**
- After the lottery and upon receiving a school approval, parents must register the student at the school by Friday, April 16. School approvals received after April 16 will be handled on a timeline as identified by the school.

School Choice Eligibility

To be considered eligible for the School Choice Request process:

- Families and students must reside in the same household in the Eugene School District 4J attendance area at the time a request is submitted.
- Sibling priority is given after the co-enrolled sibling has attended a school for an academic year.
- Siblings must reside in the same household in a family relationship.
- Elementary school students receiving Free/Reduced priority must qualify for free and reduced lunch at the time of school choice application and enrollment. Verification of Free/Reduced status will be determined upon enrollment. Students who do not qualify for Free/Reduced status at the time of enrollment will lose priority status, and will be withdrawn if other students are waiting for admission, and placed at the end of the list.
- Exchange students from other districts can enter the lottery if they have a current exchange and are attending a 4J school. However, exchange students will be placed only after all 4J district students have been placed.

Special Education Classroom Placements in School Choice

Parents of special education students may enroll their student in a school other than that listed on his or her IEP, as allowed by the district's School Choice policy. A student may not be denied a school choice based on his or her disability. However, if a school is objectively determined to be at capacity or unable to provide appropriate services for a special education student, he or she may be denied placement at that school. If necessary, an IEP placement meeting may be convened to determine the appropriateness of the placement for the student at the requested school. The parents of a special education student, who attends a school other than their neighborhood school on a School Choice Request, must provide their own home-to-school transportation.

School Choice and Athletics Eligibility

Students who participate in school choice at the high school level will be eligible to participate in interscholastic athletics in accordance with procedures established by the superintendent. The procedures are intended to prohibit recruiting of athletes without unjustly penalizing students. The procedures in no way are to be interpreted as condoning the recruitment of any athlete from one high school to another since recruitment is a clear violation of District 4J policy and intent.

Rules for Approved Transfers

Parents will be responsible for transportation to and from school unless space is available on a district bus traveling to that school.

Once approved, a transfer will ordinarily remain in effect until the student completes the highest grade in the school, the student's parent requests that school choice be rescinded, or school choice is revoked from a neighborhood school.

When a student is promoted to a new level (from level K–5 to level 6–8 or from level 6–8 to level 9–12), the student will enroll in the school in the attendance area in which his or her parents reside unless a school choice request is submitted and approved. Students attending K–8 or K–12 alternative or language immersion schools will automatically be enrolled in the next level school. If the student rescinds enrollment in the alternative or language immersion school, a school choice request must be submitted and approved to remain in a neighborhood school outside their attendance area.

School choice in neighborhood schools may be revoked by the superintendent or designee for irregular attendance, chronic tardiness, or persistent refusal to abide by rules for student behavior in effect at the school. School choice may also be revoked if the student does not meet specific written conditions of the school choice request or if information on the school choice request application is falsified.

School Choice Lottery and Priorities

A lottery will be used to select students and requests for school choice will be evaluated according to the criteria below. The board may establish additional attendance area priorities to manage student enrollment capacity.

First priority will be given to students who were previously enrolled in the school but whose parents have moved to the attendance area of another District 4J school. Families who claim priority based on "returning student status" may be asked to show documentation of past residency in the region. The intent of this priority is not to accommodate families who may be using residence in multiple homes in the district to bypass residency requirements.

Second priority will be given to students who request transfer to a school that will be attended during the coming school year by another member of the requesting student's immediate household.

Third priority will be given to all other students who will be selected for placement on the waiting list by lottery, with the following conditions;

a. Priority will be given to students who qualify for free or reduced meals, and are applying to elementary schools that are below the district average for free or reduced meals. This priority will take place on an alternating basis. "Alternating basis" shall mean priority will take place with alternating selections between the two separate lists of free and reduced qualified students and all other students, by first selecting one name from one list and then one name from the other, beginning with the top of the lists. For qualified students to be included in the lottery, a complete fee/reduced information waiver form must be attached to the application. This waiver form allows the district to use individual free/reduced student information to identify the student for special priority.

The following elementary schools have been identified for free/reduced meals priority: Buena Vista, Charlemagne at Fox Hollow, Coburg, Corridor, Crest Drive, Edgewood, Edison, Gilham, Parker, and Yujin Gakuen

b. Exchange students from other districts can enter the lottery if they have a current exchange and are attending a 4J school. However, exchange students will be placed only after all 4J district students have been placed.

Twins

The parents of twin students who want both of their children to participate in the lottery have two options:

- Parents may submit two separate applications. The two twins would be placed on the waiting list in the order they are selected. If only one twin is accepted the other twin may be considered for placement in the school the following year.... OR
- Parents may submit one joint application. Both names would be placed in the same position on the waiting list. If one twin is accepted, then both twins are accepted.

Eugene School District 4J • School Choice Request 2010-11

APPLICATION DEADLINE FORMS MUST BE RECEIVED BY: 5 P.M., FRIDAY, MARCH 19, 2010	OFFICE USE ONLY Date Received: _____
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Please provide the following information about your student.

First Name _____ M.I. _____ Last Name _____
 Date of Birth _____ Gender Male Female
 Special Education (IEP information helps with proper placement at new school) Yes No
 Grade Entering Fall 2010 _____ School Now Attending _____
 Current Neighborhood School _____
 Home Address _____ City _____ State _____ Zip _____
 Mailing Address _____ City _____ State _____ Zip _____

FOR PLACEMENT AT RIVER ROAD

Student is Spanish speaking? Yes

Please write up to three schools on the lines below. (See other side of this form for a list of school names.)

Please complete additional parent/guardian information.

Parent/Guardian (1) First Name _____ Last Name _____
 Home Phone _____ Work Phone _____ Cell Phone _____ Email _____
 Parent/Guardian (2) First Name _____ Last Name _____
 Home Phone _____ Work Phone _____ Cell Phone _____ Email _____

Please complete the following priority status information.

Applying for **Sibling Priority** Yes No School sibling attends _____
 Sibling Grade _____ Sibling Name _____ Sibling Birthday _____
 Applying for **Free/Reduced Meals Priority** Yes No (If yes, must attach Parental Permission to Disclose Form)
The following elementary schools have been identified for free/reduced meals priority: Buena Vista, Charlemagne at Fox Hollow, Coburg, Corridor, Crest Drive, Edgewood, Edison, Gilham, Parker, and Yujin Gakuen
Twins Applying Jointly Yes No Twin's first and last name _____
Yes: Both names will be placed in the same position on the wait list. If one twin is accepted, then both twins are accepted. Only one application is required.
No: You must complete a separate application for the each child.

Your signature indicates you are a parent/guardian for this student and the above information is accurate.

I attest that the above information is accurate. I understand that falsifying information on this document could result in revocation of my student's transfer.

Signature of Parent/Guardian _____

Please print name _____

Please return this form to: Department of Instructional Services— School Choice
 Eugene School District 4J, 200 North Monroe Street, Eugene, OR 97402-4295

Eugene School District 4J • School Choice Request 2010-11

Elementary School Programs		
Adams	http://www.4j.lane.edu/schools/adams	790-5000
Arts & Technology Academy at Jefferson	http://www.4j.lane.edu/schools/jefferson	790-5700
Awbrey Park	http://www.4j.lane.edu/schools/awbreypark	790-4050
Bertha Holt	http://www.4j.lane.edu/schools/holt	790-6100
Buena Vista	http://www.4j.lane.edu/schools/buenavista	790-6500
Camas Ridge	http://www.4j.lane.edu/schools/camasridge	790-8800
César Chávez	http://www.4j.lane.edu/schools/chavez	790-5300
Charlemagne at Fox Hollow	http://www.4j.lane.edu/schools/charlemagne	790-3177
Coburg	http://www.4j.lane.edu/schools/coburg	790-3408
Corridor	http://www.4j.lane.edu/schools/corridor	790-4600
Crest Drive	http://www.4j.lane.edu/schools/crestdrive	790-3371
Edgewood Community	http://www.4j.lane.edu/schools/edgewood	790-8700
Edison	http://www.4j.lane.edu/schools/edison	790-8900
Family School	http://www.4j.lane.edu/schools/familyschool	790-5700
Gilham	http://www.4j.lane.edu/schools/gilham	790-6200
Howard	http://www.4j.lane.edu/schools/howard	790-4900
McCornack	http://www.4j.lane.edu/schools/mccornack	790-5800
Meadowlark	http://www.4j.lane.edu/schools/meadowlark	790-6500
Parker	http://www.4j.lane.edu/schools/parker	790-8600
River Road/El Camino del Rio	http://www.4j.lane.edu/schools/riverroad	790-7200
Spring Creek	http://www.4j.lane.edu/schools/springcreek	790-4870
Twin Oaks	http://www.4j.lane.edu/schools/twinoaks	790-3417
Willagillespie	http://www.4j.lane.edu/schools/willagillespie	790-7100
Yujin Gakuen	http://www.4j.lane.edu/schools/yujingakuen	790-4606
Middle School Programs		
Arts and Technology Academy at Jefferson	http://www.4j.lane.edu/schools/jefferson	790-5700
Cal Young	http://www.4j.lane.edu/schools/calyoung	790-6400
Family School Middle Program at Jefferson	http://www.4j.lane.edu/schools/familyschoolmiddle	790-5700
Kelly	http://www.4j.lane.edu/schools/kelly	790-4740
Kennedy	http://www.4j.lane.edu/schools/kennedy	790-5500
Madison	http://www.4j.lane.edu/schools/madison	790-4300
Monroe	http://www.4j.lane.edu/schools/monroe	790-6300
Roosevelt	http://www.4j.lane.edu/schools/roosevelt	790-8500
Spencer Butte	http://www.4j.lane.edu/schools/spencerbutte	790-8300
High School Programs		
Churchill	http://www.4j.lane.edu/schools/churchill	790-5100
Eugene International High School @ Churchill	http://www.4j.lane.edu/schools/ihs	790-5225
North Eugene School of IDEAS International High School Academy of Arts	http://www.4j.lane.edu/schools/north <i>North Eugene implements its lottery for placement in small schools once you have received a spot at North. Write only North Eugene on the front of the form.</i>	790-4500
Sheldon Eugene International High School @ Sheldon	http://www.4j.lane.edu/schools/sheldon http://www.4j.lane.edu/schools/ihs	790-6600 790-6636
South Eugene Eugene International High School @ South Eugene	http://www.4j.lane.edu/schools/south http://www.4j.lane.edu/schools/ihs	790-8000 790-8034

This form is NOT an application for Free or Reduced lunch.

Please fill out this form ONLY if you are applying to one of the following schools and you believe you are eligible to receive priority in the lottery based on current free and reduced lunch status:

Buena Vista, Charlemagne at Fox Hollow, Coburg, Corridor, Crest Drive, Edgewood, Edison, Gilham, Parker, and Yujin Gakuen

Parental Permission to Disclose Free/Reduced Meal Qualification

To Parents or Guardians of Students Who Qualify for Free or Reduced Meals:

Federal law requires that schools limit access of records to students who qualify for free or reduced price breakfast and lunch. The name listed below can only be used by food service staff in the delivery of food service and by those who administer federal grant programs and by those who must report individual student data to state or federal government.

For names to be used for other purposes requires prior consent from the student's parent or guardian. If consent is given, **District policy is to limit use of this information to legitimate educational purposes.** By signing this consent form, you are allowing additional district staff to have access to your student's status for the purpose of **receiving priority status in the school choice lottery.** Priority will be given to students who qualify for free or reduced meals, and are applying to elementary schools that are below the district average for free or reduced meals (see above).

Please fill out one form for each *School Choice Request* form submitted for the Lottery.

I have read and understand the information above and, as parent or guardian, authorize the release of information to district personnel stating that the following student qualifies for free or reduced meals through the National School Lunch Program.

Student (full name): _____

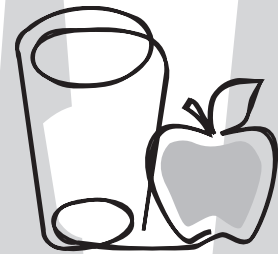
Current School: _____

Signature of Parent or Guardian

Date

Please **attach this form to your *School Choice Request* form** and return to the
Office of Instructional Services — School Choice, Eugene School District 4J, 200 North Monroe Street, Eugene, OR 97402-4295

How to get a **FREE LUNCH** for your child & **HELP YOUR SCHOOL** at the same time



Your child may be eligible for **free or reduced-price** school meals.

Did you know? Additional federal funding is provided to schools based on free and reduced counts, so if you qualify and fill out a form you are helping your family and your school! There are extra benefits as well; students on this program can also qualify for reduced rates at Kidsports, LTD bus passes at our middle and high schools, and other programs such as the city of Eugene's RecZone (a release form must be submitted in order for us to release information to these programs).

How do you qualify? If your household income is at or below the amount on the income chart shown below or if your family receives food stamps, Temporary Assistance to Needy Families (TANF), or benefits from the Food Distribution Program on Indian Reservations (FDPIR), your child can receive this benefit.

Household Size	Annual	Month	Week
-1-	20,036	1,670	386
-2-	26,955	2,247	519
-3-	33,874	2,823	652
-4-	40,793	3,400	785
-5-	47,712	3,976	918
-6-	54,631	4,553	1,051
-7-	61,550	5,130	1,184
-8-	68,469	5,706	1,317
For each additional family member add...	+ 6,919	+ 577	+ 134

How do you apply? Your child's school has applications and release forms available for you to fill out, or you may fill one out at the 4J Education Center, Nutrition Services office, 200 North Monroe St. in Eugene.

This is a confidential program. The only people who will know your child is receiving benefits are the kitchen staff (unless a release form is submitted in order for us to release information to Kidsports, LTD or other organizations offering benefits to qualifying students). Great care is taken to ensure that children on the program are not identified to other students or adults. If you have any questions about the program or how to apply, please feel free to contact Nancy Gripp at the Eugene School District, 541-790-7659.

The United States Department of Agriculture (USDA) and the State of Oregon prohibit discrimination in all USDA programs and activities on the basis of race, color, national origin, sex, religion, age or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250, or call 202-720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.