



# FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT

## ELEMENTARY OUT OF ATTENDANCE AREA QUESTIONS AND ANSWERS

Due to the need to maintain adequate pupil-teacher ratio (PTR), schools must follow procedures that govern enrollment of students from out of attendance area. Below are some common questions parents ask. While each school tries to place children in classrooms as early as possible, some schools may need up to two weeks after the start of school to place children due to population numbers at those school. This is noted in School Board Policy.

### When is an Out-of-Attendance Area application required?

An Out-of-Attendance Area (OAA) lottery application is required when you want your child to attend a school that is not within your transportation zone.

### When can I submit an Out-of-Attendance form?

An Out-of-Attendance Area lottery request may be submitted online or in person **the first week in April and closes the last Wednesday of June**. If submitting a paper copy, deliver it to the school the parent wants their child to attend.

### What does the out-of-attendance area application process entail?

- ❖ Parent fills out the OAA form online or submits a paper copy at the school they want their child to attend, except for kindergarten students. Kindergarten students register at their neighborhood school and may fill out the OAA form on or after **the beginning of kindergarten registration**. Neighborhood school will forward OAA form to the requested school.
- ❖ Schools receiving OAA lottery applications will verify the information parents submitted.
- ❖ Each school will try to place OAA children in classrooms as early as possible but some schools may need up to two weeks after the start of school to place children due to population numbers at those school

- ❖ Parents should enroll their child at their neighborhood school if the family needs a “guarantee” of placement to make child care arrangements or if the family needs an immediate answer to placement questions.

### Once my child has been admitted to an OAA school do I need to apply every year?

No. Once granted enrollment through the lottery process, your child may remain at the school through the highest grade level unless: you withdraw, transportation or attendance becomes an issue, or the next grade level is only available by lottery.

### My child has not been accepted to an OAA school, do I need to complete an application every year?

Yes! OAA application is needed every year until your child is accepted into an OAA school.

### What is the process for being accepted at the OAA school?

1. Available space at the requested grade level
2. Placed on waitlist through the lottery process.

### How will my child be accepted?

- ❖ If your child is on the waitlist, the school will contact you when it is able to determine numbers at the grade level you are seeking OAA status. Final confirmation may take up to 10 days after school starts.

**What is the cut off for OAA students to be assigned to a class?**

OAA students will not be assigned to a classroom with enrollment of 20 or more students in kindergarten, 22 or more students in grades 1-3, or 24 or more students in grades 4-6.

**Will all my elementary children (siblings) be able to attend the same OAA school?**

Not necessarily. Siblings of a student who is admitted or enrolled through the lottery will have a preference in placement on the waitlist.

**What happens if we know someone does not reside in the neighborhood and they say they do?**

- ❖ Any time residency is in question and when newly enrolling a student in school, the parent will be asked to produce proof of residency in the form of a rental agreement or utility bill (i.e. phone, water, electric, etc.).
- ❖ Different documentation may be required of military families who live in military housing.

**For more information on the lottery process visit the district website lottery page [www.k12northstar/lottery](http://www.k12northstar/lottery).**