

This parent notification letter would be sent to any parent who requests an Intra-District Transfer option. Parent Notification letter to parent(s) who request transfer but District will not pay for transportation. Letter goes out to parent(s) as soon as the parent requests the transfer.

Place on official school letterhead, including school name, address, email and phone number and Principals name.

FY14 INTRADISTRICT TRANSFER OPTION WITH ESEA/NCLB PUBLIC SCHOOL CHOICE:
NO PAID TRANSPORTATION *SAMPLE*

Date: _____

Dear Parent/Guardian:

This notification is to inform you that _____ (*school*) has been identified as a:

- Priority School • Focus School • Alert Title I School

Under Georgia's Elementary and Secondary Education Act of 1965 (ESEA) Flexibility Waiver that was approved on February 9, 2012; Priority and Focus Title I Schools no longer have to provide Public School Choice under ESEA, as reauthorized under the No Child Left Behind Act of 2001 (ESEA/NCLB) but rather have reverted to Georgia's Intradistrict Transfer Option.

The Intradistrict Transfer allows a parent/guardian the option to request a transfer from their child's assigned school to a school of the parent's choice within the school zone/district in which their child resides. However, the Intradistrict Transfer may be granted to your child only if the school to which the request for transfer has classroom space available after all the assigned students have been enrolled.

The Intradistrict Transfer option does not require the district to pay for transportation to the transfer school; therefore, the school district **WILL NOT PAY** for transportation for your child if the Intradistrict Transfer option is granted.

You will be notified by _____ (*type of notification*) of the final decision regarding your transfer request. If the request is granted, notification will include the school your child will attend. If you have additional questions or concerns, please contact the person listed below:

Name: _____ Title: _____

Email: _____ Phone: _____

Thank you,

District/School Administrator's Signature

