

<b>FREDERICK COUNTY PUBLIC SCHOOLS</b>	<b>Reg. No. 100-2</b>
<b>Subject: REDISTRICTING</b>	<b>Date of Issue: 9/1/79</b>
<b>Preparing Office: Office of the Superintendent</b>	<b>Amended: 9/26/07</b>

- I. Policy 200
- II. Procedures
  - A. Temporary measures shall be examined and considered prior to any permanent change in attendance areas.
    1. The executive director of Facilities Services and the associate superintendents may recommend to the superintendent the need for temporary adjustments due to student enrollment. Consideration should be given to the following:
      - a. Use of old school facilities as buffers for crowded schools when feasible during periods of growth and where cost effective.
      - b. Use of portable classrooms.
      - c. Use of rental properties.
      - d. Change in grade structure.
      - e. Other arrangements as may be necessary.
    2. The superintendent may hold public meetings to provide an opportunity for affected citizens to react to recommendations for temporary adjustments for housing students.
    3. The superintendent implements temporary adjustments.
  - B. School attendance areas may need to be adjusted periodically as a result of current and/or projected enrollments to better utilize available classrooms and/or to establish attendance areas for new schools.
    1. If the executive director of Facilities Services determines that the temporary adjustments utilized are inadequate to handle enrollments, he/she will consult with school principals, associate superintendents, and the superintendent concerning a possible need for redistricting.
    2. If a redistricting is judged necessary, the executive director of Facilities Services will be charged with developing a redistricting proposal including alternatives. The factors and priorities found in board policy 200.2 shall serve as guidance in this effort.
    3. The executive director of Facilities Services will schedule public meetings to provide an opportunity for residents to be informed of and comment about proposed alternatives. Appropriate records will be kept of all public comments received and forwarded to the superintendent and board of education for their consideration.

4. The executive director of Facilities Services will recommend to the superintendent a proposed plan for redistricting including a description of other alternatives considered but not selected.
  5. Following review of this recommendation, the superintendent will recommend to the Board of Education a redistricting plan for appropriate action.
  6. The Board of Education will schedule hearings to receive public comments about the superintendent's recommendation. The board may approve, deny or modify the recommendation.
- C. The superintendent has discretion to make minor adjustments to attendance area maps without board approval under the following conditions where:
- Attendance area boundary lines divide properties.
  - Maps do not clearly define school assignments of current or future students.
  - Maps may not accurately identify current school assignments due to unforeseen factors.
1. Changes to attendance areas will be based on the recommendation of the executive director of Facilities Services following consultation with school principals, the FCPS Department of Transportation and the FCPS Department of Student Services.
  2. Changes to attendance areas that affect current students will be made with advanced written notification to the parents or guardian.
  3. The Facilities Services Division will be responsible for updating attendance area maps annually to reflect any changes in boundary maps.

Approved:

*Original signed by*

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Linda D. Burgee  
Superintendent