



Internal Transfer Report Fall 2015

Key Findings

1. Most students attend the expected school based on where they live.
2. At the elementary school level, the percent of students living in an attendance area who chose to transfer to another MMSD school ranges from less than 1% to 31.2%.
3. The percent of middle school students transferring out ranges from 2% to 20.1%.
4. The percent of high school students transferring out ranges from 5.8% to 8.9%, not including alternative programs.

Methodology

This report presents data on internal transfers for the 2015-16 school year. Internal transfers are identified for this based on the attendance boundary where students live and the school they attend. This report also reviews requests for internal transfer that were received and processed during this year's internal transfer windows. Internal transfer requests are reviewed on a case-by-case basis and may be approved or denied based on the internal transfer policy.

Enrollment counts and attendance boundaries are based on the Third Friday in September, the first official enrollment date for state reporting purposes. Boxes containing students who are attending the expected school(s) based on their residence are shaded in tan. Internal transfer rates are calculated based on students not attending the expected school (not shaded in tan). Due to the Family Educational Rights and Privacy Act (FERPA), we suppress student counts of six or fewer (—).

Notes on Attendance Zones

This report presents internal transfer figures for some students living in optional or assigned attendance zones (denoted as Allied Asg, Opt Cher/Ham, etc.). The optional high school attendance zone was created many years ago to allow low-income minority students to have a choice of schools. Middle school optional attendance zones were created because some students live within walking distance of a school that is not the school they typically would attend. Students living in the Allied Assigned attendance area are assigned to one of three schools to prevent a high concentration of low-income students in a single school. Nuestro Mundo, Badger Rock, and Wright are charter schools, although they all draw students primarily from specific attendance areas.

The sum of students in the "Out of District" attendance zone does not equal the sum of open enrollment enterers presented in the Open Enrollment Report (2015-11-6) because some students may move shortly before the school year and thus not count as open enrollment enterers, and because some students attend under the "senior status rule," which means that students reaching senior status can continue going to school in the same district even if they move.

Internal Transfers

At the elementary school level, the percentage of students living in each attendance area who transfer out of their attendance area ranges from a low of less than 1%, at Shorewood, to a high of 31.2%, at Mendota. Elementary schools with the most negative net transfers (net loss of students to internal transfer) are Mendota (-88), Falk (-57), and Leopold (-56). Schools with the highest net transfers (net gain of students to internal transfer) are Shorewood (67), Glendale (58), and Chavez (46). Mendota, Falk, and Leopold all had less negative net transfers this year compared to last year (Fall 2014-15 numbers: Mendota (-106), Falk (-70), and Leopold (-61)). This is the second consecutive year of improvement in net transfers for these three schools. Chavez had higher net transfers compared to last year while Glendale's net transfers stayed the same and Shorewood's decreased (Fall 2014-15 numbers: Shorewood (72), Glendale (58), and Chavez (40)).

At the middle school level, the percentage of students living in each attendance area transferring to a different school ranges from a low of 2.0%, at Hamilton, to a high of 20.1%, at Sherman. The middle school with the most negative net transfers is Cherokee (-56) and Black Hawk (-35) and the schools with the highest are O'Keeffe (57) and Hamilton (52). The number of students leaving Cherokee and Black Hawk increased from 38 and 17 students, respectively. However, the school with the most negative transfers during 2014-15, Sherman, improved from 57 net leavers to 29 net leavers. The number of net transfers increased at O'keeffe (55 during 2014-15) and decreased at Hamilton (65 during 2014-15).



At the high school level, the percentage of students living in each attendance area who transfer out of their attendance area ranges from 5.8%, at West, to 8.9%, at Memorial, if we exclude students attending alternative programs. If we include students attending alternative programs as transfer students, then the percentage ranges from 9.4%, at West, to 16.9%, at East. The high school with the most net entering transfers was West (293) and the school with the most net leaving transfers was East (-129). This was similar to the previous school year with West increasing from 290 net incoming transfers and East increasing from 124 net leaving transfers.

Internal Transfers and Open Enrollment

There were 399 internal transfer requests during the first and second round request periods of the 2015-16 school year. Of these, 159 requests were denied (40%), 212 were offered their preferred school (53%), and the other 28 were offered one of their other choices. Twenty-seven of the students whose requests were denied went on to open enroll (17% of denials) while 15 students offered their preferred school went onto open enroll (7% of preferred offers). Twelve of the students who had their requests denied and open enrolled were already attending non-MMSD schools and are therefore not new open enrollment students.



Middle School Internal Transfers

Attendance area of residence

School attended	Attendance area of residence													School total	Transfer in	Transfer in %	Net transfer
	Black Hawk	Cherokee	Hamilton	Jefferson	O'Keeffe	Sennett	Sherman	Toki	Whitehorse	Allied Asg	Opt Cher/Ham	Opt Toki/Jef	Out of district				
Badger Rock	—	14	—	—	—	42	—	—	—	—	—	—	—	73			
Black Hawk	346	—	—	—	—	—	10	—	—	—	—	—	—	365	19	5%	-35
Cherokee	—	396	—	—	—	—	—	11	—	11	—	—	9	447	36	8%	-56
Hamilton	—	24	759	15	—	—	—	10	—	—	41	—	—	868	68	8%	52
Jefferson	—	17	—	341	—	—	—	24	—	43	—	87	—	522	51	10%	15
O'Keeffe	19	7	—	—	377	9	35	—	16	—	—	—	—	470	93	20%	57
Sennett	—	11	—	—	11	567	7	—	30	—	—	—	11	648	81	13%	-15
Sherman	23	—	—	—	11	7	354	—	7	—	—	—	—	414	60	14%	-29
Spring Harbor	—	—	—	100	—	—	—	126	—	—	—	17	—	250	—	1%	
Toki	—	11	—	12	—	—	—	514	—	8	—	23	8	586	41	7%	-18
Whitehorse	—	—	—	—	—	18	21	—	378	—	—	—	—	434	56	13%	-4
Wright	—	206	25	—	—	7	—	—	—	—	—	—	—	256	25	10%	
Innovative & Alternative	—	—	—	—	—	—	—	—	—	—	—	—	—	8			
District total	400	694	800	477	413	663	443	699	438	72	52	140	52	5343			
Transfers out	54	92	16	36	36	96	89	59	60	—	7	13					
Transfer out %	14%	13%	2%	8%	9%	14%	20%	8%	14%	8%	13%	9%					

** Statistics that identify or describe six or fewer students are suppressed (—).

Boxes containing students who are attending the expected school(s) based on their residence are shaded in tan



High School Internal Transfers

Attended area of residence

School attended	Attended area of residence						Grand Total	Transfers in (not counting Opt Area)	Transfers In (counting Opt Area)	Transfer In % (not counting Opt Area)	Transfer In % (counting Opt Area)	Net Transfer (not counting Opt Area)
	East	La Follette	Memorial	West	Opt Area	Out of district						
East	1424	90	20	19	10	22	1585	151	161	10%	10%	-129
La Follette	106	1294	27	29	32	26	1514	188	220	12%	15%	0
Memorial	11	10	1755	52	32	60	1920	133	165	7%	9%	-77
West	29	30	106	1652	255	44	2116	209	464	10%	22%	293
Innovative & Alt	83	70	74	50	19	13	309					
Shabazz	58	16	12	16	—	11	116					
District total	1714	1514	1997	1823	351	184	7583					
Transfers Out (not incl. Alternatives)	149	134	156	105								
Transfers Out (incl. Alternatives)	290	220	242	171								
Transfer Out % (not incl. Alternatives)	8.7%	8.9%	7.8%	5.8%								
Transfer Out % (incl. Alternatives)	16.9%	14.5%	12.1%	9.4%								

** Statistics that identify or describe six or fewer students are suppressed (—).

Boxes containing students who are attending the expected school(s) based on their residence are shaded in tan

Appendix: Changes to Internal Transfer Policy 2015-16

Overview of Internal Transfer Policy and Procedures

The Board policy and procedures regarding Internal Transfers can be obtained at <https://board.madison.k12.wi.us/policies/4023>. This section provides context for the data contained in this report.

The Board of Education policy and procedure concerning Internal Transfers 4023 were updated November 2014. Under the current policy, the opportunity to transfer to another MMSD school outside of a student's home attendance area is available to all students.

Motivation for Internal Transfer Policy and Process update

The revised internal transfer policy and process were adopted to better ensure that a school has adequate resources, sufficient staffing, and space for the extra students that would transfer into the school. Prior internal policy in MMSD was much more lenient and, in some cases, worsened school crowding issues by allowing students to transfer into schools with known capacity concerns. This policy and process make better use of information about classroom space and other considerations to help ensure the best learning environments for all our students.

Effect on the 2015-16 Internal Transfer Process

Parents/legal guardians must complete an Application for Student Internal Transfer Form (students who have reached the age of majority can complete their own form). There were two rounds of internal transfer application for the 2015-16 school year, with the first running from May 4 through May 15, 2015 and the second running from May 15 through August 24, 2015. Requesters can specify up to three schools with a rank preference over the choices.

A student's request for an internal transfer can be granted if the following conditions are met:

1. Space is available in the requested school, program, class, and/or grade.
2. The services set forth in the student's individualized education plan are available at the requested school
3. The requester acknowledges that a student on internal transfer must provide their own transportation, unless the District is required to provide transportation by law

The order in which requests were processed and approved is described in the Internal Transfer Board policy. All students who applied during the first round of applications have preference over those applications that came in during the second round.

The requirement that a school has adequate overall capacity to accommodate an internal transfer is the biggest change from previous years' policy and procedures.

Due to persistent crowding that had not been resolved when the first round of applications opened, no applications for internal transfers were accepted for the following schools: Chavez, Elvehjem, Emerson, Hawthorne, Huegel, Midvale, Randall, Sandburg, Thoreau, Van Hise, Hamilton, and Jefferson.

Internal Transfer Process Changes for 2016-17

In order to ensure there is capacity at a school, students who have been granted an internal transfer during elementary school must reapply when they matriculate into middle school if they wish to attend the middle school their elementary school feeds into and that middle school is also not the middle school serving their home address. The same policy applies when a student moves from middle to high school.

When a student moves during the school year they are allowed to attend the school they attended before their move for the remainder of the school year. However, they must apply for an internal transfer in following academic years if they wish to continue to attend that school. If a student does not request an internal transfer which is granted the student will attend the school that serves their home address in subsequent years.

These policies take effect for the internal transfers process during the 2016-17 school year and did not affect the process described by data in this report.



New Internal Transfer Requests for 2015-16

In previous years MMSD did not collect data on internal transfers that were not approved. Therefore, making a comparison of this year’s internal transfer data and previous years’ data is not feasible.

The majority of new internal transfer requests for 2015-16 (53%) were offered the opportunity to enroll at their first choice school. A further 7% of students were offered their second or third choice of transfer school, while 40% were denied.

	Request Denied	Offered transfer			
		First choice	Second choice	Third choice	Other choice
Count of requests	159	212	21	6	1
Percent of requests	40%	53%	5%	2%	0%

Of those students that were offered an internal transfer 76% accepted the transfer, 14% declined the transfer, and 10% never responded to the offer. For students who were offered their first choice, second, and third choices the acceptance rates were 78%, 52%, and 67% respectively.

	First choice offered		Second choice offered		Third choice offered		Other choice offered	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent
Accepted	166	78%	11	52%	4	67%	1	100%
Declined	27	13%	6	29%	0	0%	0	0%
No response	19	9%	4	19%	2	33%	0	0%

There were 72 requests due to a sibling attending the requested school, 18 because a parent works at the requested school, and 35 because the student moved out of the attendance area of the requested school. The percent of students that made a request for each of these reasons that were offered their first choice of school was 67%, 83%, and 57%, respectively.

By far, the most common grade during which an internal transfer is requested is during Kindergarten, with 41% of requests coming from students going into Kindergarten.

	Total number of requests	Percent of requests	Number denied	Number offered transfer	Percent denied	Percent offered transfer
KG	162	41%	72	90	44%	56%
1	26	7%	9	17	35%	65%
2	17	4%	6	11	35%	65%
3	22	6%	12	10	55%	45%
4	23	6%	4	19	17%	83%
5	14	4%	8	6	57%	43%
6	21	5%	10	11	48%	52%
7	7	2%	5	2	71%	29%
8	14	4%	1	13	7%	93%
9	51	13%	25	26	49%	51%
10	15	4%	7	8	47%	53%
11	19	5%	0	19	0%	100%
12	8	2%	0	8	0%	100%