



Date Received by School: _____

Date Received by Assist Superintendent: _____

Employee School Choice Process Application

Use this form for Magnet and Non-Magnet choice request

DEA Contract Article XVI

F. Employees who live within District boundaries may select the Decatur Public School they wish their own children to attend, provided the selected school is not at capacity for that grade. The choice must be made prior to the lottery selection process for magnet schools to ensure available seat(s) for the following school year. Employees with preschool age students may select a school with a preschool program, but will still be expected to pay the tuition fee for programs with associated fees. For grant-funded preschool programs, students must meet admission criteria. Bussing will be provided only pursuant to Decatur's board policy regarding transportation. (page 43)

Employee Name: _____ is a DEA Member Date: _____

Employee Location: _____ Position: _____ Certified: Yes No

Employee Home Address: _____

Please list all students requesting a school of choice, the school of choice, and the grade level for the application attendance year.

NAME OF STUDENT(S)	SCHOOL OF CHOICE	APPLICATION GRADE	APPLICATION ATTENDANCE YEAR
EXAMPLE: John Doe	Muffley	5 th	23/24

Attain the principal's signature(s) for the school of choice.

Submit this completed form to the Office of the Assistant Superintendent of Teaching & Learning.

Principal Signatures(s)	{	_____	Date _____
		_____	Date _____
		_____	Date _____
		_____	Date _____