

STUDENT ASSIGNMENT

The Morehouse Parish School Board, through the Superintendent and staff, shall have authority and responsibility for the assignment, placement, transfer, and continued education of all students attending schools within its jurisdiction.

DOMICILE

Each student shall have only one residence (domicile) which is determined to be the place where he/she predominantly sleeps, takes meals, and maintains personal belongings. To establish domicile in the Morehouse Parish School District, a parent or legal custodian shall present sufficient information which supports both that the parent, legal custodian, or caregiver is actually domiciled within the Morehouse Parish School Board jurisdictional school boundaries, and confirm that the child under his or her care, custody and/or control is actually domiciled with that parent or legal custodian.

When legal custody has been awarded by a court of law, the domicile shall be the principal residence of the parent/guardian awarded primary or domiciliary custody, or if the student is eighteen (18) years old or has been emancipated by a court order, by the student's own domicile, if not specifically contrary to the provisions of an order of a court of competent jurisdiction providing for the assignment of students.

Proof of Domicile

When examining the domicile of a student, the School Board through the principal shall attempt to verify the domicile (primary place of residence) of the legal parent or guardian.

Documents presented as proof of residence must bear the name and current legal address of the student's parent/legal guardian. A minimum of two (2) of the following acceptable documents must be included:

1. lease agreement;
2. two (2) recent utility bills or deposit, or similar documentation;
3. copy of an agreement to purchase or an act of sale for a completed dwelling;
4. copy of an agreement to purchase or an act of sale for a residential lot entered into by the parent/legal guardian of the child, and a notarized statement from a contractor indicating the anticipated date of completion of a dwelling on the lot (said completion date not to exceed sixty (60) calendar days);
5. legal document issued by or approved by the Civil District Court for the Parish of Morehouse giving control and custody to the adult(s) if other than

the student's legal parent(s) with whom the student resides, if the student is sixteen (16) years of age or under;

6. legal document verifying student's emancipation and/or legal proof of residence as required;
7. legal document issued by or approved by the U.S. Office of Immigration and Naturalization;
8. any combination of the above if requested by the principal.

If none of these documents can be provided, the school principal shall give the parent/legal guardian or student(s) fifteen (15) school days to produce an acceptable document to prove residence.

LEGAL CUSTODY

Legal custody is defined as the legal status created by a court order which establishes in a custodian the right to have physical custody of the child or minor. Proof of legal or domiciliary custody, or guardianship, or judicially ordered tutorship, shall be a certified copy of the decree of the court which issued the custody order, whether the order grants temporary or permanent custody. The school principal or his/her designee shall be responsible for monitoring the school enrollment list and shall immediately refer to the Supervisor of Child Welfare and Attendance the determination of proper school assignment.

SCHOOL ASSIGNMENTS

Students shall attend the appropriate school located in Morehouse Parish generally based on the age and/or academic qualifications of the student. All students will be assigned to schools within their designated school zone lines by the Supervisor of Child Welfare and Attendance (Visiting Teacher). New students entering the parish schools must report to the Supervisor of Child Welfare and Attendance Office to be assigned to a school.

Students identified as handicapped/exceptional student shall be placed in schools designated by the Supervisor of Child Welfare and Attendance in consultation with the Supervisor of Special Educational Services.

Any child temporarily residing within Morehouse Parish who has no permanent address, or who has been abandoned by his/her parent, or who is in foster care, shall be enrolled and allowed to attend the school most appropriate for the special circumstance of the child. Surrogate parents may be appointed when appropriate for special needs students.

SPECIAL ASSIGNMENTS

Children of Employees

Morehouse Parish School Board employees who reside in Morehouse Parish may request a special assignment for their child to attend the school where they work only. If a School Board employee resides outside of Morehouse Parish and is granted permission by the district in which the employee resides to enroll the employee's student in the Morehouse Parish School District, that child will be assigned to the school where the employee works if the school can accommodate the grade in which the child is enrolled; otherwise, the child shall attend Bastrop High School if high school age or a junior high school that is the junior high school from which students at the employee's worksite would normally attend. If the employee who resides outside of the district is employed and for the first year has a student that would be assigned to a junior high school and the employee does not work at a junior high school, the employee would have his/her child assigned to the junior high school closest to the school at which the employee works.

If overcrowding results from a school employee's child's special assignment, then the special assignment student will have to be moved.

Children of School Board members, central office employees, and other School Board employees who do not work at a specific school, shall not be allowed to have their children assigned to a school outside their zone of residence, unless the assignment involves a matter of health or safety, attendance in the Magnet Program, or is required to accommodate a special education need.

Special Needs Assignments

Under exceptional circumstances unique to an individual student's case, a student's parent or legal guardian may request a special assignment for health reasons if supported by a written and signed statement from a physician licensed in the State of Louisiana. In unique circumstances approved in writing by the Superintendent of Schools, the Supervisor of Child Welfare and Attendance and the principals of both schools involved, a student may receive a special assignment for safety reasons. Special Needs Assignments must be noted on the student's IEP/IAP.

ASSIGNMENT STUDENTS WITH EXCEPTIONALITIES

Unless the *Individualized Education Program* (IEP) of a student with an exceptionality, except a gifted and talented student, requires some other arrangement, the School Board shall require the student with such an exceptionality to be educated in the school that the student would attend if he/she did not have an exceptionality. However, if the educational needs of the student cannot be achieved satisfactorily in a regular class setting, the student may be placed in an educational environment designed to meet the appropriate needs of the student, as determined by the IEP committee.

However, a student with an exceptionality, except a gifted and talented student, shall be assigned to a school as requested by the parent, in accordance with La. Rev. Stat. Ann. §17:1944, if all the following conditions are met:

1. The parent submits a written request to the School Board responsible for the student and the respective School Board having jurisdiction over the school being requested, by not later than April first of the school year preceding the school year for which the parent is requesting the school assignment. The request shall include a recommendation from at least two (2) licensed physicians who have treated the student during the year prior to the submission of the request.
2. The School Board responsible for the student and the respective School Board having jurisdiction over the school being requested by the parent enter into an agreement for the assignment of the student to the requested school.
3. The requested school is located at least ten (10) miles from the school to which the student is assigned, in accordance with applicable school attendance zone requirements.
4. The requested school is located at least fifteen (15) miles from the student's home.
5. The requested school is not located in a public school district in which fifty percent (50%) or more of the public schools in the district are charter schools and fifty percent (50%) or more of the public schools in the district participate in a single application and enrollment process for public school enrollment.

GRADE ASSIGNMENT

Student assignments in K through 8 shall be made by the principal of the school with teacher input. The placement of a student shall be based on grades, achievement test scores, and participation in special programs and be made in accordance with the *Pupil Progression Plan for Morehouse Parish*.

CLASSROOM ASSIGNMENT

High School

Selection of courses of study in grades 9 through 12 shall be made by individual students. Assistance in planning for a student's course of study and selection of classes shall be provided by teachers, counselors, parents, and administrators. Each student shall be furnished a schedule of classes offered and requirements for graduation. Some classes may have prerequisites for enrollment.

Multiple Siblings

In grades kindergarten through second grade, the parent of twins, triplets, etc. (more than one child at a single birth event) may request that their children be placed initially in the same, or separate, classrooms, if the children are in the same grade at the same school. Such a request shall be presented to the Superintendent or his/her designee no later than fourteen (14) days either after the first day of the school year or after the first day of attendance if the child enrolls after the fourteenth day of the school year. Notwithstanding any law, rule, regulation, or School Board policy to the contrary, the request of the parent for initial placement shall be granted subject to further review.

As soon as possible after the end of the student's first grading period, the Superintendent or his/her designee shall review the initial placement of the child. If the Superintendent or his/her designee, in consultation with the school principal, the child's(ren's) teacher(s), and the parent, determines that the initial placement of the children is disruptive to the school or is not in the best educational interests of the child(ren), the initial placement of the child shall be modified, and the child(ren) shall be placed in accordance with School Board policy otherwise applicable to the child(ren).

Teachers with Felony Convictions

At the request of a student's parent or legal guardian, a student shall be removed from the class of any teacher who has a felony conviction and placed in another class.

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Ref: La. Rev. Stat. Ann. §§9:951, 9:952, 9:953, 9:954, 17:15, 17:81, 17:104.1, 17:221.2, 17:221.4, 17:221.5, 17:238, 17:1944; Louisiana Handbook for School Administrators, Bulletin 741, Louisiana Department of Education; Board minutes, 6-3-25.