

# KEENE INDEPENDENT SCHOOL DISTRICT

P.O. Box 656  
Keene, Texas 76059

[www.keeneisd.org](http://www.keeneisd.org)

817-774-5200  
Fax 817-774-5400

**Ricky Stephens**  
Superintendent of Schools

**Sandra Denning**  
Assistant Superintendent

Parent,

State law requires that out of district transfer applications and agreements must be completed and signed each year for new and existing out of district students and therefore your student must apply for enrollment at KISD for the 2021-2022 school year. Please complete the parent questionnaire and transfer agreement(s) located by clicking on Out of District Transfer Form on [keeneisd.org](http://keeneisd.org) website. Return them to your campus principal by **May 7, 2021** or mail to PO Box 656, Keene, Texas 76059. The campus committee will review, upon completion of the required documents, whether your child has met the requirements to enroll at Keene ISD and will notify you on or before June 1, 2021. Space is limited so please have completed Out of District Transfer Applications in before May 7, 2021. Great things lie ahead at KISD. Go Chargers!!!

**\*\*Please make sure to have all required documents necessary for a decision or there will be a delay in the decision process. Parent must request these documents from your child's previous school.\*\***

Sincerely,



Ricky Stephens, Superintendent Keene ISD

## Limited Open Enrollment Program

On December 16, 2013, the Keene ISD Board of Trustees approved a Limited Open Enrollment Program for non-resident students who desire to attend class in Keene ISD. There is no required tuition or payment. Approval of Limited Open Enrollment will be based on the following:

1. The current enrollment at the particular grade level or class as well as any special program requirement of the student seeking admission. Consideration shall include the effect of additional students in that grade or program, facilities, staffing needs and the education opportunity of resident students.
2. The disciplinary record of the student seeking admission.
3. The attendance record of the student seeking admission.
4. The academic record of the student seeking admission including the student's performance on applicable state-mandated assessments, and/or standardized test (ITBS, etc.) the student's record of promotion to the next grade level and the student's extracurricular record.
5. The parent's compliance with District and Campus policies and regulations.

The board approved language regarding student transfers can be found at [FDA \(LOCAL\)](#)

TO APPLY FOR ENROLLMENT:

1. Review the transfer policy [FDA \(LOCAL\)](#)
2. Complete and sign the parent questionnaire and out of district transfer agreement form. Please print the information and return it to the appropriate campus: Keene Elementary (K-5), Summit Leadership Academy (3-5), Keene Jr. High (6-8), Keene High School (9-12) or mail to PO Box 656, Keene, Texas 76059.

If you have any questions regarding the Limited Open Enrollment process, please contact:

Ricky Stephens at 817-774-5201 or my email at [rstephens@keeneisd.org](mailto:rstephens@keeneisd.org)

*Keene Independent School District does not discriminate on the basis of race, color, national origin, age, sex, or disability in its employment, practices, activities and programs.*

*El distrito independiente de la escuela de Keene no discrimina en base de la raza, del color, del origen nacional, de la edad, del sexo, o de la inhabilidad en su empleo, prácticas, actividades y programas.*