

Canadian Public Schools

Michael Broyles, Superintendent

mbroyles@canadian.k12.ok.us

Pittsburg County 61 (918) 339-2705 District I-002

Dear Parents of _____:

Thank you for applying for a transfer for your child, [Name]_____. We appreciate your interest in Canadian Public Schools, where we strive to develop well rounded, confident and responsible individuals who aspire to achieve their full potential. We do our best to welcome additional students to our district whenever it is possible.

Canadian Schools makes decisions about student transfers in accordance with district policy and state law. You can find comprehensive information about our student transfer policy by visiting [web address]. Additionally, I want to provide the following information for your convenience:

- **Decisions about transfers for the 2021-2022 school year will be made by July 1, 2022. We will contact you directly about the approval status of your transfer.**
- **Mid-year transfer requests will be considered within FOUR (4) days of the district receiving the application.**
- New student transfers are accepted on a first-come, first-served basis. Students who attended the district on a transfer during the 2021-22 school year will be automatically accepted pending approval from the district. Additionally, the law gives preference to children of active-duty military personnel.
- Transfers may be denied for capacity, attendance and discipline issues.
- To accept the transfer, enrollment in the grade you have requested must be under the district-established capacity. You can visit our website to view capacity and vacancy numbers for each grade and school: [web address].

Michael Broyles
Laura Gragg
Jake Box

Superintendent
Elementary Principal
High School Principal

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- Transfer students must abide by eligibility requirements established by the Oklahoma Secondary Schools Activities Association (OSSAA) for OSSAA-sanctioned activities.
- Transfers for siblings must be considered separately.
- If the grade you request is over capacity, you may be given the opportunity to be placed on a waiting list.

If you have any questions, please contact Jake Box, JH/HS Principal jbox@canadian.k12.ok.us or Laura Gragg, Elementary Principal lgragg@canadian.k12.ok.us

Again, we are so pleased your child would like to join our school family. We appreciate your patience as we follow the transfer application process and work to ensure we can provide the best learning environment possible for all students.

Sincerely,



Michael Broyles
Superintendent

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