

**2024-25 Educational Structure Change Request Form due on  
or before April 1, 2024**

Submitted by: <input type="text" value="Andrea Zeller"/>	Title: <input type="text" value="Registrar"/>
Email Address: <input type="text" value="andrea.zeller@k12.sd.us"/>	Phone #: <input type="text" value="605-696-4724"/>

District/ Agency #: <input type="text" value="5-1"/>	District/Agency Name: <input type="text" value="Brookings School District"/>
---------------------------------------------------------	------------------------------------------------------------------------------

No changes to report for any school within district/agency.  
\*\* If there are no changes to report for your entire school district/agency, you do not need to complete the remainder of the form.

School #: <input type="text" value="4"/>	School Name: <input type="text" value="Hillcrest Elementary"/>
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\*\* Complete this form for each school that has educational structure changes for the 2024-25 school year.

Close District/Agency  
\*\* If the district/agency is closing, where will the student records be stored?

Close School       Suspend operation of school for 2024-25 school year

New School  
\* If you are adding a new school, please answer additional questions on pg. 2.


New Virtual Attendance Center  
\* If you are adding a new Virtual Attendance Center, please answer additional questions on pages 2 AND 3.

Change District Name to

Change School Name to

Change Grade Span to

Reason for Educational Structure change



**Superintendent Signature**

**Date**

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School #: <input type="text" value="5"/>	School Name: <input type="text" value="Medary Elementary"/>
------------------------------------------	-------------------------------------------------------------

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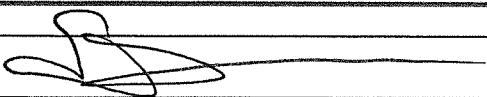
New Virtual Attendance Center  
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Change District Name to

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3/26/24

**Superintendent Signature**

**Date**

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School #: <input type="text" value="7"/>	School Name: <input type="text" value="Dakota Prairie Elementary"/>
------------------------------------------	---------------------------------------------------------------------

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Change District Name to

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**Superintendent Signature**

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