

INTRADISTRICT OPEN ENROLLMENT

Students should be permitted to attend their school of choice within the District. The Board permits students to apply for attendance at their school of choice based upon criteria established by the school administration. The specific criteria are consistent with Ohio law and include application procedures, including deadlines for application and notification of students and principals of alternative schools, whenever a student's application is accepted. Only students wishing to attend a school other than their assigned school need apply.

Procedures for admitting applicants to other schools include but are not limited to:

1. establishing capacity limits by grade level, school building and educational program;
2. requiring that students enrolled in a school building or living in the attendance area of the school building established by the Board be given preference over applicants and
3. ensuring that an appropriate racial balance is maintained in the schools.

[Adoption date: October 19, 1998]

LEGAL REFS.: ORC 3313.64; 3313.65; 3313.97

CROSS REF.: JECC, Assignment of Students to Schools

INTRADISTRICT OPEN ENROLLMENT

Parents requesting to have their children attend an alternative elementary school in the District for the next school year must submit an application of this placement between March 1 and April 1 of each calendar year to the Superintendent.

Applicants shall be considered according to date of application on a first-come, first-served basis; however, students enrolled or living in the attendance area of a school building shall be given preference over applicants.

Applicants may be rejected for one or more of the following reasons, as provided by Section 3313.97 of the Ohio Revised Code.

1. If grade level class enrollment exceeds:

K-3	22 per class
4-6	25 per class

 - A. These limitation shall take into consideration the special education students being mainstreamed into regular classrooms.
 - B. Administration reserves the right to add or reduce classrooms as dictated by enrollment to minimize busing of students from one elementary attendance area to another. These changes will be made prior to the processing of transfer requests.
2. If a student enrolled or living in the attendance area of a school building would have to be displaced.
3. If a student has been suspended or expelled for 10 or more consecutive days during the school year in which the application has been made.
4. If a minority balance of either the sending or receiving school would be negatively impacted, then the Superintendent shall have individual discretion in this matter.

To maintain continuity of programs and prevent displacement of students from their elementary school of residence, students must remain in the new school the entire year. An application for transfer is approved for only one year.

Parents shall be notified by the Superintendent of the application acceptance or rejection by July 15 of each calendar year. No transfers will be granted after this date until the next open enrollment.

Transportation of students transferred at parental request shall be the sole responsibility of their parents/guardians; however, existing bus routes may be utilized when convenient to assist parents in this process.

Students receiving special education services will continue to be assigned to schools where the services specified in the student's individualized education program are available.

(Approval date: October 19, 1998)