

Title Open Enrollment (Regulation) - Schools with Designated Boundaries

Number JFB-RA

Adopted July 31, 2012

Last Revised October 18, 2016

The process for Open Enrollment applications is the same for resident and non-resident transfer students. However, please note that resident transfer students have priority placement over non-resident transfer students.

Open Enrollment Application

- The Open Enrollment Application must be completed and submitted to the school in which the student seeks to enroll. Applications are available at each school, at the District's administrative offices **as well as on the District website**. The applications should be submitted **beginning January 15th of any school year**.
- The parent must confirm the acceptance of the open enrollment opportunity within five working days.
- An Open Enrollment Application must be completed and submitted to the school within ten school days of moving out of boundaries during the school year. Failure to do so may result in the withdrawal of the student.
- Reapplication is required during the current school year if the student is removed from the school due to discipline resulting in reassignment or long-term suspension during the school year.

Waiting List

If an application for open enrollment is denied due to capacity constraints, the parent may request that the student be placed on a waiting list.

Admission Criteria

The Superintendent, **or designee**, shall determine if nonresident students and resident transfer students will be admitted in accordance with the following criteria:

- The school in which the student seeks to enroll has the capacity to serve the student without adversely impacting educational opportunities for

resident students attending their resident school. Factors to be considered in making this determination include, but are not limited to, the following:

- Physical capacity of the school building and classrooms
 - Availability of staff (i.e., administrators, teachers, other certified employees, related service providers)
 - Capacity in special programs reviewed by appropriate staff;
 - Availability of other resources.
- The student's prior status in the educational and juvenile court systems, including:
 - Whether the student has been expelled by another school or is in the process of being expelled by another school; and
 - Whether the student is in compliance with any conditions imposed by a juvenile court.
 - The student's admission does not violate the provisions of a court order or agreement of desegregation in the student's resident district.

The school can reject applications of returning students if they fail to honor all school rules and regulations. These rules and regulations include standards for academic effort, conduct, and attendance.

Failure to disclose the above **disciplinary information** on the District's Open Enrollment Application **may** result in revocation of the student's acceptance for open enrollment.

Eligible homeless students, under the McKinney-Vento Act, must be accepted into the school which most appropriately meets their needs.

Enrollment Priority Order

The District will give enrollment priority to applicants in the following order, as long as their enrollment can be accomplished in accordance with the District's admission criteria:

- Children of District employees
- Previously accepted resident transfer students
- Siblings of previously accepted resident transfer students

- Resident transfer students who currently are in the last grade of a feeder school to the school at which the application is being made
- Resident transfer students who do not currently attend the school or a feeder school
- Previously accepted nonresident students
- Siblings of nonresident students who currently attend the school
- Nonresident students who currently are in the last grade of a feeder school to the school at which the application is being made
- Nonresident students who do not currently attend the school or a feeder school.

Parent Notification

Parents will be notified in writing within 10 working days, whenever possible.

Transportation Provisions

The District does not transport open enrollment students. **However**, the District may provide transportation if **there is room on a bus, and** the open-enrolled student goes to a pick-up area in the boundaries of the school. The District will provide transportation limited to no more than 20 miles each way to and from the student's school of attendance or to and from a pickup point on a regular transportation route or for the total miles traveled each day to an adjacent district for nonresident open enrollment students with disabilities whose IEP specifies that transportation is a necessary related service.

Transportation will be provided to homeless students, under the McKinney-Vento Act, as appropriate.

Grades 9-12 Eligibility for Athletics and Extracurricular Activities

Eligibility for athletics and extracurricular activity is affected when students transfer from one school to another. Students considering transfer must contact the Athletic Director of the receiving school to determine eligibility status **prior to transferring**. (in relation to the possible transfer.)