

Policy Manual Section 5000 Students Title INTER-DISTRICT OPEN ENROLLMENT Codepo5113  
Status Active Legal

R.C. 3313.98

Adopted March 25, 1996 Last Revised February 24, 2020

### 5113 - INTER-DISTRICT OPEN ENROLLMENT

The Board of Education shall permit the enrollment of students from any Ohio district in a school or program of this District, provided the enrollment is in accordance with laws and regulations of the State concerning Inter-District Open Enrollment, the provisions of this policy, and the administrative guidelines established to implement this policy. All open enrollment guidelines must be met before approval is granted.

#### Student Fees

Students wishing to enroll as inter-district transfers must pay all required student fees at the time of enrollment in accordance with the District's established Student Fees, Fines and Charges Policy (See Board Policy 6152) before enrollment is considered finalized. Inter-district transfer students who fail to pay the required fees or to qualify for a waiver of such fees at the time of enrollment shall be denied admission. Foster placed and homeless students are exempt from this requirement.

#### Restrictions

Winton Woods City Schools may reject Open Enrollment applications merely seeking pass-through opportunities (i.e., applications seeking only to attend Joint Vocational School or applications seeking only to take advantage of dual credit/college credit opportunities). Applications from students may be rejected if the student has been **suspended or expelled for ten (10) consecutive days or more during the semester of application or the preceding semester**. No student shall be accepted for open enrollment that has been **convicted and/or ruled a delinquent for committing any of the crimes listed below**:

- A. Conveying deadly weapons or dangerous ordnance.
- B. Possessing deadly weapons or dangerous ordnance.
- C. Carrying a concealed weapon on school property or at a school function.
- D. Trafficking drugs.
- E. Murder or aggravated murder.
- F. Assault or aggravated assault.

- G. Voluntary or involuntary manslaughter.
- H. Rape, gross sexual imposition or felonious sexual penetration.
- I. Complicity in any of the above offenses.

High School students who are credit deficient may be denied enrollment.

### **Capacity**

Consideration for open enrollment is subject to building capacity and class or program size and limitations. The number of openings in a particular program for students from other Ohio districts will be determined by optimum size for a particular program, classroom/school building or grade level which is the number of students that can be accommodated without increasing District expenditures for staff, space or equipment.

Approved open enrollments may be subject to displacement due to excessive enrollment. In the event that the Superintendent or designee declares a program, grade level or building overcrowded, and if the District decides not to add staff, inter-district transfer students will be returned to their home districts to make space for students who officially reside in the Winton Woods City School District. These students are termed "resident native" students. The order of return will be in reverse order of enrollment - last in, first out.

### **Enrollment Priority**

Enrollment priority shall be given to resident native students. Such students may not be refused attendance in the District regardless of capacity. Resident native students also include those as defined by R.C. 3313.64.

Children of nonresident employees will be given the next order of priority. Children of all nonresident employees enrolled in the Winton Woods City School District shall be reported to the state as "open enrollment student(s)". In general, all other applicants will be enrolled contingent upon space availability. However, special consideration will be given to students with siblings currently enrolled in the District and resident students who move during the year and wish to remain in the District.

Students approved and enrolled in a school through open enrollment may continue in the District through all grades without reapplying so long as they indicate in writing intent to remain enrolled on or before March 31. If notice of intent to remain is not provided on or before March 31, the student will be withdrawn for the following school year.

### **Open Enrollment Timeline:**

February 18 - Communication to families of currently open enrolled students of Notice of Intent to Remain requirements and deadline.

**March 31** - Deadline to submit Notice of Intent to Remain for currently open enrolled students.

**April 1** - Begin accepting applications 8:00 AM. (Applications will not be accepted prior to this date).

New/Regular Open Enrollment applications will be accepted through May 31.

Notice of approval will be made by the committee in June for the following year and communicated to parents by **June 30**.

Parents/guardians are required to submit a letter of acceptance within one (1) week of notice of acceptance.

### **Open Enrollment Deadlines:**

The deadline for filing regular open enrollment requests for the **2021-2022** school year is **May 28, 2021**, at 4:00 PM. Inter-district open enrollment **will not** be an ongoing process throughout the school year.

### **Exceptions to this deadline are as follows:**

Students who move out of the District during the school year must apply for open enrollment in order to remain in Winton Woods City Schools. This must be done as soon as school officials are made aware of the change of address. The parent/guardian must complete the Board's Relocation Open Enrollment Application in order to remain in the District. Attendance and discipline may have an impact on approval. Inter-district students enrolled in the District who move into the District must be admitted to Winton Woods City Schools as resident native students upon proof of address within the district regardless of space.

### **Transportation**

Parents/guardians of students attending the District through open enrollment are responsible for transportation to and from school and to and from activities outside of the regular school day. After students are approved for open enrollment, arrangements to meet a bus at a predetermined stop may be arranged through the Director of Transportation if space is available.

### **Special Education**

The District shall not discriminate against any disabled students (IDEA or 504). The District shall not be required to provide any services or adapt any facilities not already provided to disabled resident native students. If an inter-district transfer student becomes disabled and requires special education or a reasonable accommodation after enrolling in the District, s/he may be transferred back to their home district, if the school s/he is attending is not currently providing the services for resident native disabled students or cannot make the reasonable accommodation.

## **Great Oaks Institute of Technology and Career Development Programs**

Inter-district applicants who wish to participate in any Great Oaks Institute of Technology and Career Development (Great Oaks) program will be screened through Great Oaks. Technology and Career Development programs through Great Oaks are only available for students grades 11 and 12 or students sixteen (16) years of age or older. Acceptance into such programs is based upon criteria established by Great Oaks. Winton Woods City Schools may reject Open Enrollment applications merely seeking pass-through opportunities (i.e., applications seeking only to attend Joint Vocational School).

## **High School Athletic Eligibility**

In accordance with Bylaw 4-7-3 of the Ohio High School Athletic Association (OHSAA), a student who transfers to Winton Woods High School through open enrollment after establishing eligibility by being officially enrolled at another nonpublic or public high school will be ineligible for one (1) calendar year from the date of enrollment. Exceptions to this rule are as follows:

- A. If the parent(s) or legal guardian(s) change residence from one (1) district to another, the student is eligible for athletics.
- B. Eighth-grade students enrolling in high school, either through residency or open enrollment, are eligible for athletics providing they meet grade and attendance requirements.
- C. A student may enroll in a school outside the district of residence of the parent(s) or guardian(s) provided the superintendents or principals of both school districts enter into a written agreement and specify that the purpose of such enrollment is to protect the student's physical or mental well-being and/or educational program.

## **Application Process**

All approved applications require parents/guardians to complete and submit regular school enrollment information in addition to the completed Inter-District Open Enrollment Application. Along with the application and enrollment information, the following items are required:

- A. Copy of Current Report Card or Transcript
- B. Attendance Record
- C. Discipline Record
- D. Current IEP or 504 Plan

## **Annual Review**

This policy shall be reviewed annually by the Board to determine whether to adopt a resolution to continue the policy or to rescind Inter-District Open Enrollment.

## **Racial Balance**

It is the intent of the Board to avoid racially isolated buildings or programs as a result of this policy. A racially isolated building or program refers to a District building or program in which the racial composition of the students varies significantly from the overall composition of the School District. The Board intends to maintain an appropriate racial balance as required by law. Should a concern arise regarding racial balance in one (1) or more of the District's schools or programs, the Superintendent shall consult with legal counsel to determine the appropriate steps that should be taken. The Superintendent shall then make the appropriate recommendation to the Board.

## **Non-discrimination**

The Winton Woods City Schools Board of Education does not unlawfully discriminate on the basis of race, color, religion, national origin, creed or ancestry, age, gender, marital status, or disability in employment or in its educational program and activities.

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