

GREENON LOCAL INTER-DISTRICT OPEN ENROLLMENT POLICY

The Greenon Local Board of Education shall permit the enrollment of students from school districts in a program of this District, providing each 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. In addition, the Board shall permit students who are residents of districts that are not adjacent to this District to enroll on the same basis as students from adjacent districts. The following definitions shall apply:

Adjacent District

A school district whose border is contiguous to a border of this District.

Non-Adjacent District

A school district whose border is not contiguous to a border of this District.

Home School

The school in a district from which the student emanates.

Open Enrollment

State mandates options, policies, and regulations concerning the board's authority to adopt resolutions regarding intra-district and inter-district open enrollment policies and guidelines. Inter-district Open Enrollment permits the admission of a student to this District from other districts in Ohio.

District Student

A student who resides in this District and is referred to in the statute as a Resident Native Student.

Tuition Student

A non-resident student from other districts who are enrolled in this District on a tuition basis.

Program

Any one of the specific course offerings of this District.

Program Size

The restrictions on a number of students in a program due to circumstances unique to that specific program, and/or financial or operating conditions of the District.

The Greenon Local Board reserves the right to object to the transfer of a District student to an adjacent district if that student is included in the 10% funding determination of 64 Stat. 1100(1950 20 U.S.C.A. 236 et seq. and 20 U.S.C.A. 238. If the Board of Education of an adjacent district objects to a transfer of one of its students to this District for the same reason, this Board will deny the transfer unless the tuition fee is paid for the student.

This policy shall be reviewed annually by the Greenon Local Board to determine whether to adopt a resolution to continue the policy or to rescind Inter-district Open Enrollment. The Greenon Local Board reserves the right to modify the conditions under which Inter-district Open Enrollment would continue for any particular program, classroom, or school.

INTER-DISTRICT OPEN ENROLLMENT GUIDLEINES

The Greenon Local Board of Education believes that students may, under certain prescribed circumstances, benefit from an Inter-district Open Enrollment policy. Therefore, the following guidelines have been established for non-resident transfer students, based upon criteria established by the school's administration consistent with ORC 3313.98 and 3313.981.

APPLICATION PROCESS

1. An application from a non-resident student for an inter-district transfer must be submitted to the Greenon Local Schools Superintendent's office between April 1 and April 30 each year. Applications will be acted upon no later than August 1, based on the procedures listed below, and notification of applicant's parents and resident district superintendent will be made within in five (5) days of action being taken on the application. Parents will have ten (10) days in which to accept and must notify the Greenon Local District of their intent for their child to enroll in Greenon Local Schools under Inter-district Open Enrollment. Failure to notify the Greenon Local Schools within the ten (10) day period of time will result in this offer being withdrawn, thus allowing for other students to be considered for an available opening.
2. A separate application must be submitted for each student who requests an inter-district transfer.
3. Applications must be resubmitted annually for any previous inter-district transfer student for the succeeding school year. All approvals are on an annual basis and must be re-approved in accordance with the Inter-district Open Enrollment guidelines in effect for the succeeding school year.

APPLICATION APPROVAL GUIDELINES

1. Upon application, the parent of an elementary student may request a building assignment; however, the Superintendent of Greenon Local Schools reserves the right to assign the building that the student would be attending.
2. Applications of non-resident student will be considered providing grades K-8, building, and program class size balances can be maintained. At the elementary level, building capacity will be determined by the number of available teachers and classroom spaces. The building capacity aspect of the guidelines will be reviewed annually and appropriate changes will be made if necessary. The district will continue to strive for the lowest student/teacher ratios possible at all levels, and in no case will such ratios exceed those established by the Ohio Department of Education. At the senior high level, acceptance will be determined by the availability of student stations on a course-by-course basis. Therefore, the parent and student must complete a tentative registration with the guidance personnel at those buildings to enable school officials to determine the availability of space prior to acceptance of the student.
3. No student, once accepted by the Greenon Local District, will be displaced within the current school year.
4. Second semester transfers will be considered under these same guidelines.

5. Enrollment in a special education program may dictate which building a student must attend as the particular program may not be available in all buildings. The Greenon Local District shall not be required to institute any special education program solely for the purpose of serving open enrollment students. Acceptance of special education students under open enrollment shall also be governed by program capacity limits established by the Ohio Department of Education.
6. Application shall be considered on a first-come, first-served (date of receipt) basis with an assurance that the following order for placement will be followed:
 - a. Native students will not be displaced.
 - b. Previously enrolled tuition student.
 - c. Tuition students from non-adjacent districts.
 - d. New applicants requesting transfer.
7. Students' applications shall be revoked in reverse order of acceptance (last in-first out), if enrollment, at any time, of a new home-school student or an application from a non home-school student prior to the start of the school year, brings the enrollment of District students to optimum size. However, students who have begun the program shall be allowed to complete the school year.
8. Students with discipline problems may be rejected for Inter-district transfer only if they have been suspended or expelled by the resident district for ten (10) days or more during the semester of application or the preceding semester.
9. There shall be no requirements of applicants regarding academic ability, athletic, artistic, or other extra-curricular skill, or any requirement that applicants be proficient in the English language.
10. Each principal shall notify the superintendent by May 19 of the programs and classrooms that have space available for open enrollment and tuition students.
11. Projected enrollment of home-school students, applications from intra-district students (see intra-district policy) and tuition students are to be determined by the principal no later than May 19.
12. The parents of the student will be notified of his/her acceptance by the superintendent no later than August 1. The superintendent of the resident-district will be notified of this student's acceptance no later than August 11.
13. 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 disabled, resident native students. If a student becomes disabled under Section 504 or the staff finds out that a student is in need of services in accordance with an I.E.P., it will provide appropriate services. The student, however, must agree to attend the District school at which the needed services are currently available. If any services must be obtained elsewhere, the superintendent shall notify the resident-district to determine if it wants to arrange for the services or have the District arrange for them at the resident-district's expense.
14. Applications submitted after the deadline may be considered by the Superintendent of the Greenon Local School District if a special need exists.
15. Participating students must comply with all rules of the Greenon Local School District. This includes all academic, attendance, disciplinary, athletic, and extra-curricular rules. In addition, they must comply with all fee payment schedules.
16. The Superintendent of the Greenon Local School District may grant approval for students who move from the district after the school year has begun to remain in attendance for the remainder of the school year.

MISCELLANEOUS

1. WAITING LIST - students whose applications are initially denied due to space limitations may request in writing to have their application placed on a waiting list. Such applications shall have priority over any Inter-district Open Enrollment applications, which might be filed following the standard application deadline. Applications from this waiting list will also be processed in line with the first-come, first-served basis and priorities indicated above.
2. TRANSPORTATION - The Greenon Local School District will provide transportation to open enrollment students only within the same manner and routes under which it transports its native students. The transfer student's family must provide for the transportation of the transfer student to an approved bus stop within the attendance area of the school the student would be attending. Additionally, the transfer student's family shall be responsible for the monitoring of that student's safety and well-being while waiting for the bus to arrive in the morning, and after being dropped off from the bus in the afternoon.
3. ATHLETIC ELIGIBILITY - OHSAA Athletic eligibility guidelines will be in effect for a student in grades 7-12.
4. STUDENT RECORDS - Students who have applied for or have been accepted in the Inter-district Open Enrollment program will have records that include the application, evidence of parental knowledge of the program's policies and guidelines, and evidence of notification of parents included in the student's file. Upon approval of a student's application, all school records for that student are to be forwarded to the school of attendance.

INTER-DISTRICT OPEN ENROLLMENT TIMETABLE

MARCH 1 - MARCH 31 - Program Publicity

APRIL 1- APRIL 30 - Application Period; applications will be available at Superintendent's Office.

Submit application to Superintendent's Office. If applying as a student for grades 7-12, parent is to call building to arrange a conference with guidance counselor to establish tentative course requests.

MAY 5 - AUGUST 4 - Notification to Parent

10 DAYS AFTER NOTICE - Parent confirms acceptance. Contact building to schedule an appointment for official registration/scheduling prior to the start of the school year.