

## INTERDISTRICT OPEN-ENROLLMENT POLICY 2017-2018

### Lordstown Local Schools Open Enrollment

The Lordstown Board of Education believes that students under certain prescribed circumstances should benefit from inter-district open enrollment. Guidelines for the transfer of students based upon criteria established by the school administration with recommendations from the Department of Education are listed below. These guidelines are intended to be consistent with Ohio Revised Code 3319.98.

1. The application for inter-district transfer into Lordstown Schools must be submitted to the Superintendent's office by **April 30th**. The Superintendent shall have the authority to extend the deadline if capacity has not been met. Applications will be acted on no later than June 30<sup>th</sup> and parents will be notified in writing. A notice of approval shall be sent by the Lordstown Local School District to the student's parent(s) and to the Superintendent of the student's "home" district. **Parent(s)/Guardian(s) must submit a letter of acceptance to the Superintendent on or before July 15<sup>th</sup>**. Failure to do so will void the application.
2. One application must be submitted for each student who requests an inter-district transfer. Applicants shall be considered annually and students participating in this program must re-apply the following year.

Students not enrolled in the Lordstown Local School District will be accepted on a priority basis as follows:

- Native students to the Lordstown Local School District.
  - Native students of families who choose to home school and attend on a part-time basis.
  - Students whose parents are employed by Lordstown Local Schools.
  - Students of contracted staff members.
  - Students of families who are buying or building a new home in the school district, more than ninety (90) days after the beginning of the school year.
  - Students whose legal residence is located outside the Lordstown Local School District boundaries based on the following order:
    - Students who have participated in the District's open enrollment program in previous years.
    - Siblings of students who have been a part of the district's program in previous years.
    - New Applicants.
3. No inter-district transfer will be permitted if the enrollment of the grade level being requested exceeds the number of students that would deem that grade level is full. (Allowance must be made for new students moving into the district). These limits

may be changed annually upon review by the Board of Education. At this time the average class size limits are set as follows:

| <u>Grade</u>                        | <u>Enrollment Limit</u> |
|-------------------------------------|-------------------------|
| Kindergarten- 4 <sup>th</sup> Grade | 22                      |
| Grades 5-6                          | 25                      |
| Special Education                   | 16                      |

Limits for grades 7-12 shall be based on a per pupil average per section. Elementary maximums will be based on an aggregate of 22 students per class and 16 students per special education class. Special education classes will enroll students in accordance with caseload regulations.

4. No student, once accepted by Lordstown Schools, will be displaced should enrollment exceed the limits stated above.
5. The Board of Education is not required to institute any education program, including special education programs, to serve open enrollment students. There will be no limitation on admitting a student with a disability unless services required in an IEP are not available in the district.
6. Parents are required to provide transportation to the Lordstown Local Schools or to an existing bus stop within the district if seating is available.
7. All approved applications for open enrollment are good for one (1) school year only. The Board of Education may also take action to discontinue the program.
8. Applications shall be considered on a first-come, first-served basis with an assurance that native Lordstown students will not be displaced from academic programs by applicants.
9. Applicants may be rejected if the racial balance of the District would be negatively impacted.
10. Open enrollment students shall be afforded the same opportunities for participation in athletics and extra-curricular activities as native Lordstown students provided that all Ohio High School Athletic Association rules are met. **It is the responsibility of the parent/guardian to become familiar with current Ohio High School Athletic Association guidelines as to athletic eligibility prior to applying for or accepting admission.**
11. The Lordstown Local School District reserves the right to deny enrollment to an applicant who has been suspended or expelled by a school district for 10 consecutive days or more in the term for which admission is sought or in the term immediately preceding the term for which admission is sought.
12. The Lordstown Local School District reserves the right to deny enrollment to students with more than five (5) unexcused tardies and/or absences in the term for which

admission is sought or the immediately preceding term. Official and unofficial court referrals may also be filed.

13. Students must be enrolled in their district of residence prior to acceptance in the open enrollment program.
14. A student must meet all graduation requirements established by the Lordstown Board of Education and the Ohio Department of Education to graduate from Lordstown High School. The Board of Education shall accept all credits toward graduation earned in adjacent or other district schools.

## **LORDSTOWN LOCAL SCHOOL DISTRICT**

### **OPEN ENROLLMENT GUIDELINES ENROLLMENT AT THE “HOME” SCHOOL DISTRICT**

If your child will be attending Lordstown Local School District through Open Enrollment, your child must also be enrolled at the “Home” School District, or, the school district in which you reside.

For example, if you attended Newton Falls Exempted Village School District during the 2016-2017 school year and you will be attending Lordstown Schools next year; your child is already enrolled at Newton Falls.

If your child is entering Kindergarten this year and did not attend school last year, **you must enroll them at the school district in which you reside.**

If, however, you are currently buying or building a new home, which is in Newton Falls, and your child attended school in another district, such as Niles, during the 2016-2017 school year, you would then have to enroll your child in the Newton Falls Exempted Village School District.

Accordingly, if you are moving out of Lordstown to another adjoining district, such as Newton Falls, and plan on continuing to attend Lordstown through Open Enrollment, you must go to the Newton Falls office and enroll your child in Newton Falls Exempted Village Schools.

If one of these situations applies to your child, please take all necessary paperwork to the office of your “Home” School and enroll your child at the school district in which you reside. They require the same information you have to bring here, such as birth certificate, immunization records, proof of residency and custody papers.

\*\*\*\*At that time, please inform them that you applied for Open Enrollment at Lordstown Local Schools.

Our office will notify your “Home” School of all students who are accepted to Lordstown Schools through Open Enrollment.

If you have any questions, or you’re not sure whether or not you should enroll your child at the “Home” School, please call (330) 824-2535.