

Open Enrollment

The School Board of Trustees recognizes that some of its patrons may want to enroll their children in a school that is located within a district other than where their primary residence is located, therefore, this policy is adopted to allow all in-district and out-of-district patrons to choose among this District's schools under specified conditions. In making a decision on a student's open enrollment application, the board of trustees shall consider the needs of the student requesting the transfer as well as the other students affected by the transfer. A student currently under suspension or expulsion in this district or another district is not eligible for Open Enrollment under this policy.

Transportation

Parent's or guardian's of a student accepted under this open enrollment policy will be responsible for transporting their child or ward. If bus space is available, then students accepted under the open enrollment policy may be transported from an appropriate, established bus stop within the District's boundaries.

Varsity Sports

It is recommended that a student who is considering submitting an open enrollment application to this district, and who anticipates participating in a sport governed by the Idaho High School Activities Association (IHSAA) should review IHSAA rules prior to submitting their open enrollment application. Certain school transfers could lead to a student being ineligible to play at the varsity level for one year.

Application/Approval Process

An open enrollment application must be submitted annually for admission to a specific school. Applications will be accepted from January 1 to February 1 of each year for enrollment in the subsequent school year. The application acceptance period may be waived with the mutual agreement of the Cascade School District and the district in which the student's parent or guardian resides or between principals for an in-district transfer. It is the School Board's intent to allow waiver of the application acceptance period for continuous acceptance of open enrollment applications when classroom space is available.

The Superintendent shall establish a procedure for:

- the method of determining which students are chosen when classroom space is limited;
- notifying parents of the action taken on the open enrollment application;
- the factors which may possibly cause an open enrollment application to be denied; the process for removing a student from a transfer school, including the grounds for removal, parent notification and the appeal process.

## Re-enrollment

As long as a transfer student continues to reapply for enrollment, the Superintendent shall treat that student as if he/she resides in that school's attendance area, except in the circumstances described below. To the extent possible, the Superintendent shall expedite the enrollment process.

In situations where class size is limited, the Superintendent may give priority to certain students. Priorities may include, but are not limited to situations where a student:

- resides in the District and seeks enrollment in another district school under the provisions of the No Child Left Behind Act;
- was previously enrolled at the requested school during the prior year;
- has a brother or sister enrolled at the requested school;
- resides in the attendance area of another District school;
- has parents employed by the District; or
- has unique situation or extraordinary circumstances.

The Superintendent may deny an open enrollment request when such enrollment would negatively impact the efficient use of the District resources. The Superintendent may set numerical limits defining hardship for schools, grade levels, or programs to provide for appropriate and efficient use of facilities and staff. The student to teacher ratios shall not exceed the overloaded class/teacher limits outlined in the Class Size policy #2240.

## Revocation of a Transfer

Transfer students are required to comply with all District policies. Unacceptable behaviors by a transfer student or false or misleading information on their open enrollment application are grounds for the District to remove a transfer student at any time. If a student's open enrollment transfer is revoked, the parent/guardian may request an administrative review by the Superintendent of the district. The Board of Trustees may review the Superintendent's decision.

## Student Rights and Responsibilities

All student's rights and responsibilities remain the same regardless of what school they attend within the District and regardless of where the student resides once accepted under the open enrollment policy. If a student who is a resident of another, applies to this district and is accepted under the terms of this policy, and fails to attend shall be ineligible to apply again for open enrollment in this district.

## Preventing or Recruiting Potential Open Enrollment Students

The District or its' employees will not take any action to prohibit or prevent application by a students to attend school in another school district or to attend another school within the District. In no event is the District, or an employee of the District to recruit students outside of their attendance area. Violation of this policy may involve disciplinary action up to and including dismissal.

Evaluation of Policy

Annually, the Superintendent shall report to the Board the effect of this policy. Their report should include the number of open enrollment requests accepted or denied by each school, the reasons for denial, and any unanticipated results of this policy.

Cross Reference: 2240                      Class Size

Legal Reference: I.C. §33-512  
                          I.C. §33-1401  
                          I.C. §33-2001  
                          I.C. §33-1402

Policy History:

Adopted on: 7/15/09

Revised on: