

INTERDISTRICT OPEN ENROLLMENT GUIDELINES

The Ohio Revised Code allows the Gallipolis City School District to provide for interdistrict open enrollment with other districts. This open enrollment between districts will be allowed based upon the following criteria:

1. A separate open enrollment application form must be completed for each child. Completed forms must be submitted by August 1. Students do not have to reapply each year.
2. Students and superintendents of applicable districts will be notified of acceptance via letter.
3. Acceptance of students is at the discretion of the participating district in accordance with the district's policies and guidelines and is for one school year. These students will be selected on a first-come, first-served basis. Transfers may be discontinued at the discretion of the building principal. Additional family members will be considered for transfer based on the enrollment of the particular schools at the time of application.
4. Transfers may not create a racial imbalance.
5. Grade level, building and program balance must be maintained. The following student enrollment averages will not be exceeded in accepting interdistrict transfers:
Grades K-6 = 25 students per class
6. Enrollment averages per building cannot exceed 1:25 for regular classrooms. State standards and negotiated contracts must be observed in considering the attendance area.
7. The Ohio High School Athletic Association (OHSAA) eligibility guidelines will be in affect for students in grades 7 - 12. Students are required to check with the Athletic Director or Building Principal for information and procedures for athletic eligibility.
8. Students with handicapping conditions will not be accepted for interdistrict transfer if the services described in the student's IEP are not available in the receiving district's schools. Enrollment limits per special education unit shall not be exceeded and will be reviewed annually as they relate to interdistrict open enrollment.
9. Transportation of students that are accepted into the district under the interdistrict open enrollment policy is the responsibility of the parent. An exception may be made if the parent can work out an acceptable pickup and drop-off point on a regular transportation route within the boundaries of the district (without overcrowding the bus) with the district's transportation supervisor.
10. The interdistrict open enrollment program will be monitored and the guidelines reviewed and revised as necessary. If new programs need to be implemented or programs currently in place need to be expanded and/or reduced, the interdistrict open enrollment could be altered for the succeeding year.

Priority of Student Selection

1. Students that reside in the district will be enrolled.
2. Students who have been accepted under the interdistrict open enrollment transfer policy. These students will have priority by chronological dates and times of approval under which they applied. Families will be considered and given priority based on the number of years that children in the family have been approved under the interdistrict open enrollment policy.

3. Students who have applications on file.
These students will be selected on the basis of information provided in the application. Students will not be considered for participation in the interdistrict open enrollment plan if the student has been suspended or expelled for ten consecutive days in the current term or the immediately preceding term.
4. Students who were residing and attending school in the District and changed residence to another school district, may be allowed to continue to attend the District upon approval of the administration.
5. Students that move to another school district and have not attended that school district that school year may be allowed to attend the District upon approval of the administration.

Student Records

Before any student can be transferred under the interdistrict open enrollment policy, an appropriate, signed application must be on file in the office of the principal of the building of choice. Principals of each building will keep the following records on file:

1. Individual application
2. Evidence of notification to the parents and the superintendent and/or his designee.

[Adoption date: February 17, 1993]

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