

INTERDISTRICT OPEN ENROLLMENT GUIDELINES 2022-2023 School Year

The Conotton Valley Board of Education believes that students should, under certain prescribed circumstances, benefit from an interdistrict open enrollment policy from continuous and non continuous districts. Guidelines for the transfer of students, based upon criteria established by the schools' administration and in conjunction with recommendations from officials of the Ohio Department of Education are listed below. These guidelines are intended to be consistent with O.R.C. 3319.98.

1. Any application for an interdistrict transfer must be submitted to the Superintendent's Office of the Conotton Valley Union Local School District between April 1 and August 15. Applications will be acted upon as they are received. Parents must indicate acceptance of transfer as soon as notice has been received that the open enrollment application has been approved. **One application must be submitted for each student who requests an interdistrict transfer.**

2. No interdistrict transfer will be permitted if the enrollment of the grade level being requested at the receiving building exceeds the following. Total class size will be determined by the administration.

Grade	Enrollment Limit
Kindergarten	55
Grade One	55
Grade Two	55
Grade Three	55
Grade Four	55
Grade Five	55
Grade Six*	(see below)
Grades 7 and 8*	(see below)
Grades 9 through 12	Shall be established on a course by course basis.

*Limits for grades 6, 7 and 8 shall be based upon the Superintendent's recommendations per grade.

3. No student, once accepted, will be displaced during the school year, should the enrollment exceed the limits stated above.

4. Districts are not required to institute any special education programs to serve transfer students. If a student is evaluated for placement in a special education program, representatives of the district of residence must be invited to participate in the placement meeting. **(OVER)**

5. All approved transfers are in effect for the 2022-2023 school year only and may be discontinued at the discretion of the administration in subsequent years.

6. Applicants shall be considered on a lottery basis with an assurance that native students will not be displaced. Participants in previous projects will be given preference.

7. Applicants may be rejected if the racial balance of either the sending or the receiving school district would be negatively impacted.

8. The Conotton Valley Union Local School District will accept no responsibility for the transportation of students to other districts unless it is deemed practical by the administration.

9. The Conotton Valley Union Local District may deny enrollment to students who have been expelled or suspended for ten consecutive days in the current term or the immediate preceding term.

10. Superintendents may, by mutual agreement, waive the stated enrollment deadline, up to the first full week of October, should extenuating circumstances exist.

11. According to negotiated labor agreements, a district employee's child/children will be considered resident students(s) and will not be excluded.

12. All applicable Ohio High School Athletic Association regulations and provisions will be observed.

Application Date _____

**INTERDISTRICT OPEN ENROLLMENT APPLICATION
FOR SCHOOL YEAR 2022-2023**

School Requested _____

Name of Student _____

Parent/Guardian's Name _____

Address _____

_____ City State Zip

Phone _____ Home _____ Cell _____ Work _____

Grade Level of Student for **2022-2023** School Year _____

Specific high school courses/classes desired:

School District of Residence _____

Current School Name _____ Phone Number _____

Parent Signature _____

**APPLICATION MUST BE RECEIVED BY THE SUPERINTENDENT'S OFFICE NO LATER
THAN AUGUST 15 OF THE CALENDAR YEAR.**

(For office use only)

Interdistrict Enrollment Application

Received by _____ Date _____ Time _____

Principal's Signature _____ District contacted _____ Date _____

Approved _____ Denied _____

Superintendent's Signature _____

Approved _____ Denied _____

Reason(s) _____

No student shall be denied admission to the Conotton Valley Union Local School District or to a particular course or instructional program or otherwise discriminated against for reasons of race, color, national origin, sex and handicap or any other basis or unlawful discrimination.