

North Baltimore School District OPEN ENROLLMENT *for students living outside the North Baltimore SD* REGULATIONS/APPLICATION PROCESS

In accordance with Board of Education policy, the following procedures shall apply:

Parents/guardians of students residing in another school district may request that their child(ren) attend school in the North Baltimore School District by submitting a written transfer request form, **in person, by June 15 for the following year to the Office of the Superintendent** for *each* child entering kindergarten through twelfth grade. Applicant must provide proof of residence at this time; driver's license is *not* sufficient for this purpose. It is the parent/guardian responsibility to notify the school of any change of address for the student that occurs during the school year.

Application **must be re-submitted** for **each** successive school year that the parent(s)/guardian(s) desires to have their child(ren) attend North Baltimore other than their home district school. This application should be submitted, in person, to the Office of the Superintendent by **June 15 for the following year**. Applicant must provide proof of residence at this time; driver's license is *not* sufficient for this purpose. It is the parent/guardian responsibility to notify the school of any change of address for the student that occurs during the school year.

If an Open Enrollment transfer request is not re-submitted, the child(ren) will return to and attend his/her home district school.

Resident students of North Baltimore School District shall be given preference over non-resident students with regard to placement in classes, courses, programs or schools.

Applicants may be denied for one or more of the following reasons, as provided by Section 3313.97 of the Ohio Revised Code.

- 1) If grade level/course capacity reaches reasonably accepted limitations. (Grade level, building and program balance will be maintained. Class sizes will be distributed equitably, as much as practicality permits.
 - a.) These limitations shall take into consideration the special education students being included in or mainstreamed into regular classrooms.
 - b.) (Non-resident students receiving special education services will be permitted to enroll in North Baltimore Schools only if space and the
 - c.) specific services specified in the student's I.E.P. [please attach copy] are currently available.) Administration reserves the right to add or reduce class size as dictated by enrollment.
- 2) If a student enrolled or living in the North Baltimore School District attendance area would have to be displaced.
- 3) If a student has been suspended or expelled (or if suspension or expulsion has been initiated) during the school year in which the application has been made.
- 4) If a minority balance of either the sending or receiving school would be negatively impacted.

Falsification of any data requested will result in immediate revocation/denial of request.

It is the responsibility of the parent to provide transportation in accordance with Ohio Revised Code #3313.97(D). If transportation arrangements cannot be made by parent/guardian that insure regular, timely attendance, the child(ren) will be required to return to his/her home district school.

The prevailing rules and regulations of the Ohio High School Athletic Association shall apply to all students wishing to participate in Middle School or High School athletics.

In accordance with §3313.98 ORC, the Board will enroll students without differentiation on the basis of academic, athletic, artistic, or extra-curricular activity, nor proficiency in English. No person shall, on the basis of race, color, creed, national origin, sex or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program.

The North Baltimore School District will determine the number of requests that can be accommodated. Factors that will affect the decision include, but are not necessarily limited to items mentioned above, the ability to accommodate without the necessity of adding staff, and the number of neighborhood/ enrollment students who move into the district over the summer. The Superintendent shall notify parent/guardian if the child(ren)'s application has been approved or denied during the second week of August for elementary students and third week of July for secondary students. The final decision on all student placements rests with the Superintendent of Schools.

October 2/14/22

North Baltimore School District Application for Open Enrollment
For students living outside the North Baltimore SD
School Year: _____

Student First Name _____ Middle Name _____ Last Name _____

Date of Birth _____ Social Security Number _____

School District of Residence: _____ School Attended LAST School Year _____ Grade: _____

Ethnic Group: Blck/non-Hispanic Hispanic Multiracial White/Non-Hispanic Asian/Pacific Islander Am. Indian/Alaskan Native

Open Enrollment Request for School: NB High School NB Middle School Powell Elementary

Comments/Rationale: _____

1. I, the parent/guardian, have read and understand that I must re-apply yearly for Open-Enrollment transfers **(By June 15th for the following)**; and that if I do not re-apply, my child will return to and attend his/her home district school. Initial: _____
2. I, the parent/guardian, have read and understand that applying is not a guarantee for Open Enrollment transfer and the application may be denied. Initial: _____
3. I, the parent/guardian, have read and understand that I am to provide proof of residence, i.e., utility billing, upon submitting this application form, in person, to the Office of the Superintendent. (Driver's license is NOT sufficient for this purpose.) This proof will be duplicated by office staff and attached to the application form. Initial: _____
4. I, the parent/guardian, have read and understand that I will be notified of the Board of Education's decision. Request will be acted upon no later than July 1st. Parents must indicate acceptance of transfer on or before July 31st. Initial: _____

This is my child's: (check ONE)

First Year of Application for an Open Enrollment for anticipated Grade _____ school year 20____-20_____.

Yearly Re-Application for Open Enrollment for anticipated Grade _____ school year 20____-20_____.

Request to remain at current school due to moving out-of-district during the current school year 20____-20_____ in Grade _____.

Please indicate if the student *has ever received* or is currently receiving special services, i.e., IEP, 504... in child's educational experience. Attach most current IEP and/or other pertinent documentation.

- Learning Disabled Developmental Handicap Multiple Handicap Emotionally Disturbed Speech Handicap
- Title I Remedial Other (Specify, i.e., health, hearing, visual, 504 ...) _____

If no to the above, please indicate if any process for special needs services has been initiated for this student. Yes No

Has the student been expelled or suspended (or suspension / expulsion has been initiated) within the last 12-month period. Yes No

Parent(s)/Legal Guardian Name _____ Telephone # (Work) _____

HOME Address _____ Telephone # (Home) _____

PO Box _____ Apt. # _____ City State Zip _____

Parental/Guardian Signature indicates that he/she has read and understood all of the administrative regulations and application process and all information provided to the district is correct. Falsification of any data requested will result in immediate revocation/denial of this request.

Parent/Guardian Signature: _____ Date: _____

Office Use Only:

Student Open Enrollment Form Received in Superintendent's Office by: _____ Date: _____ Time: _____

Confirmation that Parent/Guardian has read, understood, and initialed/signed form: Y N Proof of residence attached: Y N

Dispensation: Denied Approved for school year 20____ - 20____ Approved for remainder of current school year 20____ - 20____

Official Signature _____ Date: _____