Code No. 501.15

OPEN ENROLLMENT TRANSFERS - PROCEDURES AS A RECEIVING DISTRICT

The school district will participate in open enrollment as a receiving district. As a receiving district, the board will allow nonresident students, who meet the legal requirements, to open enroll into the school district. The board will have complete discretion to determine the attendance center of the students attending the school district under open enrollment.

The superintendent will take action on the open enrollment requests no later than June 1 in the year preceding the first year desired for open enrollment.

The superintendent will notify the sending school district and parents within five days of the school district's action to approve or deny the open enrollment request.

If an open enrollment request into the district is denied, the reasoning behind a denial of a request and information related to the denial will be documented and submitted to the Iowa Department of Education in a manner prescribed by the Department.

Open enrollment requests into the school district will not be approved if insufficient classroom space exists. Open enrollment requests into the school district will also not be approved for students who have been suspended or expelled by the administration or the board of the school district the student is or was attending until the student has been reinstated into the school district from which the student was suspended or expelled. Once the student is reinstated, the student's open enrollment request will be considered in the same manner as other open enrollment requests provided the required timelines are met. The district reserves the right to deny continued open enrollment to any students who meet the definition of truant. The district will notify the truant student's parent or guardian and district of residence of the decision to deny enrollment in the future in accordance with applicable laws.

Open enrollment requests into the school district that, if denied, would result in students from the same nuclear family being enrolled in different school districts, will be given highest priority. The board, in its discretion, may waive the insufficient classroom space reason for denial for students of the same nuclear family to prevent the division of a nuclear family between two school districts. Other open enrollment requests into the school district are considered in the order received by the school district with the first open enrollment request given a higher priority than the second open enrollment request and so forth.

Students in grades nine through twelve open enrolling into the school district will be eligible for participation in interscholastic athletics, at the varsity level, in accordance with applicable law.

Parents of students whose open enrollment requests are approved by the (board or superintendent) are responsible for providing transportation to and from the receiving school district without reimbursement.

[Use this if the receiving district has a total enrollment of less than two thousand students]
If an open enrolled student's primary residence is closer to the receiving district's attendance center than the distance from the student's primary residence to the sending attendance center, the sending district will allow the student's receiving district to send school vehicles no more than two miles into the sending district's boundaries to pick up the student.

[Use this if the receiving district has a total enrollment of two thousand students or more]
A receiving district may send school vehicles into the sending district's boundaries to transport students to and from school in the receiving district, if the total enrollment of the student's resident district is less than two thousand students; the student's resident district is contiguous to the receiving district; and the student's resident district has sent school vehicles into the receiving district pursuant to Iowa Code 282.18(8)(b)(1).

An open enrollment request into the school district from parents of a special education student is reviewed on a case-by-case basis. The determining factors for approval of such an open enrollment request will be whether the special education program available in the school district is appropriate for the student's needs and whether the enrollment of the special education student will cause the class size to exceed the maximum allowed. The area education agency director of special education serving the school district will determine whether the program is appropriate. The special education student will remain in the sending district until the final determination is made. For children requiring special education, the receiving district will complete and provide to the resident district the documentation needed to seek Medicaid reimbursement for eligible services.

The policies of the school district will apply to students attending the school district under open enrollment.

It is the responsibility of the superintendent to develop appropriate office procedures and administrative regulations necessary for open enrollment requests.

Legal Reference: Iowa Code §§ 139A.8; 274.1; 279.11; 282.1, .3, .8, .18; 299.1 (2013).
281 I.A.C. 17.
1990 Op. Att'y Gen. 75.

Cross Reference:
501.6 Student Transfers In
501.7 Student Transfers Out or Withdrawals
501.14 Open Enrollment Transfers - Procedures as a Sending District
506 Student Records
507 Student Health and Well-Being
606.~~6~~ 9 Insufficient Classroom Space

Approved _____ Reviewed 06/26/08 Revised 04/28/13
12/11/17
11/08/21
02/13/23
07/08/24
08/11/25

TREYNOR COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS