MEMORANDUM

TO: Parents/Guardians of Open Enrollment Students

FROM: Board of Trustees, Culdesac Joint School District #342

SUBJECT: Idaho Code, Section 33-14022 Annual Open Enrollment Application

Idaho Code, Section 33-1402, requires that a pupil's parent or guardian apply annually by February 1st for open enrollment status. Enclosed is a copy of School Board Policy #5105 which outlines the Open Enrollment rules and regulations for our school district. This policy was updated to comply with Idaho law.

Also enclosed is an Open Enrollment application which you may fill out and return to the school by February 1st. By doing so you will be in compliance with Idaho Code.

If you have any questions contact the office at 843-5413.

OPEN ENROLLMENT APPLICATION

For School Year 20_____ - 20_____

Grade _____

This application form (approved March 2000) was prepared pursuant to Section 33-1402, Idaho Code, and may be used by any school district. Any other form must be approved by the State Superintendent of Public Instruction.

NOTE: For out-of-district applicants, a copy of the applicant student's cumulative record must be attached to this application.

( ) Out-of-District Application   ( ) In-District Transfer Application

Name of Proposed Receiving School _____

School District Name _____

1.   Applicant Student's Name _____

       Date of Birth _____

2.   School Student is Presently Attending:

Name of School   _____

Address of School _____

Present Grade Level of Student _____

3.   Has the student ever been suspended or expelled from school?   Yes ____ No ____

If YES, describe the circumstances (including dates and duration). _____

_____

_____

_____

4.   Reason(s) for requesting attendance in this school (optional).

_____

_____

5.   Special and/or unique instructional programs in which the applicant student is currently enrolled. (For example: vocational, foreign language, remedial, special education, gifted/talented, etc.) _____

_____

_____

6. Special and/or unique instructional programs in which the applicant student expects to enroll during the next school year. _____

_____

_____

7. Transportation arrangements that will be made by the parent/guardian.

_____

_____

8. Parent/Guardian's Name _____

   Parent/Guardian's Address _____

_____

Home Phone _____ Work Phone _____

Message Phone _____ Work Phone _____

I have read the school district policy on open enrollment, and hereby request that my

son/daughter be permitted to attend _____.

                              (Name of proposed receiving school)

Parent/Guardian's Signature: _____

( ) Approved ( ) Disapproved Date: _____

Superintendent's Signature _____

Within 60 days following action on the application, copies must be sent to: Parents, Building Principal and, for out-of-district applicants, the superintendent of the home district. If the application is denied, a written explanation for the denial must be attached.

703.0 OPEN ENROLLMENT POLICIES

703.1 - Statement of Board Policy

The Board of Trustees of Culdesac Joint School District No. 342 acknowledges that Idaho has an enrollment options program. Any student in this state has the opportunity to attend school in another school district in the state unless the trustees of a particular district vote not to receive any pupils other than those who reside within their own school district. If a district allows out-of-district enrollment, limitations have to be established so that students who live within the local school district have the first priority in receiving the educational services offered. The Culdesac Joint School District declares that it will accept out-of-district students subject to the limitations outlined within this policy.

Idaho Code Sections 33-1402, -1404
Adopted: August 23, 2000
Revised: January 11, 2006

703.2 - Process for Non-Resident Enrollment

Whenever the non-resident parent or guardian of any pupil determines that it is in the best interest of the pupil to attend a school within this school district, the parent or guardian shall make a written application on the district-approved form for such attendance. The application shall be accompanied by the student's cumulative folder from the home district. Within sixty (60) days of the receipt of the application, this school district shall offer its written explanation on the enrollment application. All students listed on the Open Enrollment Application Form without an Idaho address must pay the monthly tuition rate as shown on the Annual Tuition Certificate.

Idaho Code Section 33-1402
Adopted: August 23, 2000
Revised: January 11, 2006

703.3 - Guidelines for Enrolling Non-Resident Students

Non-resident students will only be accepted on a "space available" basis in the school of this School District. When an application for attendance of a non-resident student is received, the administration shall make a determination if space is available in the building/program area where enrollment is sought. The criteria for determining whether space is available will be based, in rank order, on:

- The number of students who live outside of the attendance area, but within this school district, who want to attend the district during the next semester.
- The number of students who live outside of this school district, but attended the building during the most recent semester, and plan to request attendance for the next semester.

- The number of students who live outside of this school district who have submitted completed applications for attendance during the next semester.

When the administration determines that a building/program area is at capacity, no out-of-district applications will be considered. When space is available in any particular building/program area after considering all student attendance requests in categories 1, 2, and 3 above, students with completed out-of-district applications will be granted permission to enroll on a first come/first served basis.

Adopted: August 23, 2000
Revised: January 11, 2006

CULDESAC SCHOOL DISTRICT NO. 342
Open Enrollment Behavioral Contract

Student: _____ Date: _____

I agree to comply with all behavioral requirements listed below:

1. Satisfactory compliance with any rules, requirements, or policies outlined in the student handbook or in the school district policy manual.

2. Satisfactory compliance with rules or requirements set by the school administration.

3. Satisfactory compliance with any city, state, or federal laws while on school property.

4. Maintain a C average (or higher) in all classes, including serious effort to successfully complete assigned work.

5. Comply with all classroom rules and requirements and use class time wisely.

6. Maintain 90% attendance with no truancies.

This contract will begin upon enrollment in the Culdesac School District and will be in effect through the last day of enrollment in the Culdesac School District. Violation of any part of this contract will result in the open enrollment request being revoked and the student will need to transfer to another school district.

_____   _____
Student Signature   Date

_____   _____
Parent/Guardian Signature   Date

_____   _____
Principal Signature   Date