

# CULDESAC JOINT SCHOOL DISTRICT #342

600 CULDESAC AVENUE, CULDESAC, ID 83524

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## MEMORANDUM

TO: Parents/Guardians of Open Enrollment Students

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

SUBJECT: Idaho Code, Section 33-1402 Annual Open Enrollment Application

Idaho Code, Section 1402, requires that a pupil's parent or guardian apply annually by February 1<sup>st</sup> for open enrollment status. Enclosed is a copy of School Board Policy #703.1 – Open Enrollment 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 1<sup>st</sup>. By doing so you will be in compliance with Idaho Code.

If you have any questions please contact the office at 208-843-5413.

### 703.1 – Open Enrollment

The Board of Trustees recognizes that the state of Idaho has an open 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. The Culdesac School District will accept out-of-district students if there is space available in the class on a first come/first served basis. The student may not be accepted if he/she has attendance or grade issues or has been suspended from another school. The student will not be accepted if he/she has been expelled from another District.

Parents/guardians of a student accepted under this open enrollment policy will be responsible for transporting the accepted student. If bus space is available, then students accepted under the open enrollment policy may be transported from an appropriate, established bus stop within District boundaries.

Whenever the non-resident parent or guardian of any student determines that it is in the best interest of the student to attend school within the Culdesac school district, the parent or guardian shall make a written application on the Culdesac school district approved open enrollment form. The application will be accompanied by a copy of the student cumulative folder from the home school district.

It is recommended that a student who is considering submitting an open enrollment application to the Culdesac School District, and who anticipates participating in a sport governed by the Idaho High School Activities Association (IHSAA) review IHSAA rules prior to submitting their open enrollment application. Certain school transfers could lead to a student being ineligible to play at the varsity level for one year.

An open enrollment application must be submitted annually for admission to Culdesac School. Applications for previously approved open enrollment students will be accepted from January 1 to February 1 of each year for open enrollment in the subsequent year. The application acceptance period may be waived for first time applications if there is space available in the class and/or program requested. Parents/guardians will be notified of the action taken by the Board on the open enrollment application.

Open enrollment students are required to comply with school rules and regulations as laid out in the Student Behavioral contract. Unacceptable behaviors by an open enrollment student or false or misleading information on their open enrollment application are grounds for the District to revoke an open enrollment application at any time by the Board of Trustees.

#### **Legal Reference:**

Idaho Code §33-512  
Idaho Code §33-1401  
Idaho Code §33-1402  
Idaho Code §33-1404

# 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.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OVER =>

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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.

# Culdesac School District No. 342

## Open Enrollment Behavior 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. Student must be passing all courses or be on track for graduation or promotion.
5. Comply with all classroom rules and requirements and use class time wisely.
6. Maintain 90% attendance with no truancies.

**OR**

1. I am a dual enrolled student and not seeking a diploma from CJSD #342. \_\_\_\_\_ (Initial)

**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

