

(Revised 7/10/23)

5070. ENROLLMENT AND PLACEMENT REQUIREMENTS**9. IN-DISTRICT OPEN ENROLLMENT (BETWEEN TWO [2] LEWISTON SCHOOLS)**

The District will participate in the in-district open enrollment option described in Section 33-1402, Idaho Code, subject to the following conditions:

- A. The request will not cause the class enrollment to exceed the average for the District, i.e. total number of students in the grade divided by total number of sections for the District.
- B. The residents in the attendance area of the school will have first priority to that school, but in accordance with the Enrollment and Placement Requirements, **Rules and Regulations** 5070, Section 6, articles A, B, and C, i.e. requests will be granted in cases where there are no resident (attendance area) students on a waiting list.
- C. A grade-level priority waiting list will determine the order in which non-attendance area students will be admitted to the requested school as follows:
 - (1) Student was previously enrolled in the requesting school.
 - (2) Student has siblings enrolled in the requesting school.
 - (3) Student is the child of an employee of the District.
 - (4) Student's initial request for school.
- D. A student suspended or expelled from school is ineligible for the provisions of this section.
- E. Parents/guardians are responsible for transportation of the transferred student to the nearest bus stop, if serviced by busing, or to the school in the event that no busing is offered.
- F. If a student is receiving special education services and the change may result in disruption of services, a review of the IEP will be made prior to any change.
- G. Applications must be made prior to February 1 for enrollment the following year.
- H. The District will notify applicants within sixty (60) days of the receipt of the application.

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.

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.) _____

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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. **(Parents/Guardians are responsible for transportation of the transferred student to the nearest bus stop, if served by busing, or to the school in the event that no busing is offered.)** _____

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 or Designee'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.