

## 2018– 2019 OPEN ENROLLMENT

The Southeast Local School Board of Education believes that students under certain prescribed circumstances may benefit from inter-district open enrollment. Guidelines for the transfer of students based upon criteria established by the school administration with recommendations from the Department of Education are listed below:

1. The application from inter-district transfer will be available for pick up in the Central Office or online [www.sepirates.org](http://www.sepirates.org). One application must be submitted for each student who requests an inter-district transfer. Please send in as soon as possible.

Students will be accepted on a priority basis as follows:

- a. Students of staff members
  - b. Siblings of students already enrolled under this program.
  - c. Students who have grandparents or immediate family residing in the district.
  - d. Students of community employees
  - e. Children of former graduates.
  - f. Students with the earliest application dates.
2. No inter-district transfer will be permitted if the enrollment of the grade level being requested at the receiving school exceeds the number of students that would deem that grade level as full. (Allowances must be made for new students moving into the district.)
  3. No student, once accepted, will be displaced should enrollment exceed the limits stated above, except as a result of disciplinary action permitted by law.
  4. Parents are required to provide transportation to Southeast Local Schools or to specific bus stops in the district if seating is available. Prior arrangement with the Transportation Supervisor will be required (bus garage phone: 330 654-1949).
  5. No student will be admitted to the Southeast Local School District if the student is under expulsion and/or has been suspended from school for any reason for ten (10) days in the last twelve (12) months.
  6. All approved transfers will be for the 2018-2019 school year only.
  7. The Southeast Local School Board of Education will deny the enrollment of a special education student who is a resident of a school district in the State of Ohio and who requires special education services which are not available in the Southeast Local School District.

**(Over)**

8. Kindergarten applicants for open enrollment must be five (5) years of age on or before August 1<sup>st</sup>. Early enrollment requests under Board of Education Policy IKEB will not be accepted for prospective open enrollment students.
9. Students who enroll from a school district in the State of Ohio may be eligible to participate in athletics. The district will follow OHSAA transfer guidelines.
10. To graduate from the Southeast Local School District, a student must meet all the graduation requirements established by the Southeast Local School Board of Education.
11. Enrollment opportunities are designated from April 2, 2018 through May 14, 2018. In the event of extenuating circumstances, open enrollment may be considered on a case-by-case basis at other times.
12. Applications may be rejected if the racial balance of either the sending or receiving school district would be negatively impacted.
13. Inter-district open enrollment applications may be denied on the basis of capacity in grade levels, programs, or available required services.