

INTER-DISTRICT OPEN ENROLLMENT GUIDELINES

(Students living outside the school district)

The Tuscarawas Valley Local School District (“District”) Board of Education (“Board”) permits the enrollment of students from any Ohio school district, provided each enrollment is in accordance with the laws and regulations of the state, Board policy, and the corresponding administrative guidelines concerning inter-district open enrollment.

ADMINISTRATIVE REGULATIONS

- Applications for inter-district transfer must be submitted to the Superintendent’s Office and must be on the official Tuscarawas Valley Local Open Enrollment Form. The application must be submitted each year for each student requesting inter-district transfer. Proof of residency must be provided with every initial application and every change of address in the form of a current utility bill or mortgage/lease agreement.
- Applications will be accepted March 1st through May 31st. Decisions will be made in June.
- Applications shall be considered annually on a first-come, first-serve basis based on the submission date. Enrollment levels will be determined through annual approval based on the District’s capacity that year (i.e., approval of an open enrolled student one year does not guarantee approval in the future).
- The number of openings in a particular program will be determined by optimum size for a particular program, classroom, school building, or grade level, which is the number of students that can be accommodated without increasing district expenditures for staff or equipment. This decision will be made annually by the Superintendent prior to review of any applications or approvals.
- District students and previously enrolled open enrollment students will have preference over first-time applicants.
- The applications of students from other Ohio districts may be revoked if enrollment, at any time prior to the start of the school year, of a new resident student brings the enrollment of District students to optimum size. However, students from other Ohio districts who have begun the program shall be allowed to complete the school year.
- At the time of application, students will be informed of the prerequisites for each program or course of study in which enrollment is sought. Enrollment will not be approved for any student who has not met the established prerequisites established for district students and tuition students.

- Open enrollment approval shall be subject to an agreement that transportation for the student be provided by the student, his/her parents, or to a scheduled in-District bus stop.
- To ensure that the District can adequately support students, applicants are asked to submit any additional plans (IEP, 504, WEP, RIMP, behavior plan and/or attendance plan) prior to May 31st, as well as any additional information that would assist the District in determining the appropriate supports and services. The District may conditionally accept students with disabilities pending the District's final review of their educational records and confirmation that the District can meet the student's needs.
- The District may refuse admission to a student receiving special education services if the services described in the student's IEP are not available in the District's schools.
- Districts are not required to institute any special education programs, hire staff, or create additional services to serve open enrollment students. However, the District will make a meaningful determination of the individual needs of each student for special education and related services and will consider alternative services it may have available before determining that the District does not have the capacity of providing the student a free and appropriate public education (FAPE) as required by state and federal laws. District staff may meet with parents to review the student's IEP or 504 plan when making the acceptance/rejection decision.
- For special education and related services, the District must be able to serve the student, and acceptance is contingent on unit capacity. Students in special education classes will be accepted on a space available basis and in accordance with the Ohio Department of Education and Workforce administrative rules for the Education of Students with Special Needs as well as local policies and procedures.
- Applicants may be rejected if the student has been suspended or expelled for ten (10) consecutive days or more during the semester of application or the preceding semester.
- Consideration of applications will not be based on academic, athletic, artistic, or extracurricular ability, nor on any requirement that the student be proficient in the English language.
- Applicants may be rejected if the racial balance of either the sending or the receiving school district would be negatively impacted.
- OHSA Athletic Eligibility Guidelines will be in effect.
- Admitted students are expected to adhere to district attendance and discipline policies. Violations may result in revocation of open enrollment status.
- Any falsification of information on the application form or failure to timely provide required information will render the application null and void.