

Steubenville City School District  
Inter-district Open Enrollment  
Application (2024-2025 School Year)

Grade Level 2024-2025 \_\_\_\_\_

Student's Full Legal Name \_\_\_\_\_  
(First) (Middle) (Last)

Parent/Guardian's Name: \_\_\_\_\_

Address \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

(Two proof of residency forms required)

Phone: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_ Current Grade Level: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
(City, State, Country if not U.S.)

Gender: \_\_\_\_\_ Phone: \_\_\_\_\_ Language: \_\_\_\_\_

**Please answer both parts of the following two-part question:**

A. Is this pupil Hispanic/Latino? (Choose only one)

**No, not Hispanic/Latino**

**Yes, Hispanic/Latino** (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)

*The above part of the question is about ethnicity, not race. No matter what you selected above, please continue to answer the following by marking one or more boxes to indicate what you consider your child's race to be.*

B. What is the pupil's race? (Circle one or more)

**W White**

People who have origins in any of the original peoples of Europe, North Africa, or the Middle East.

**B Black or African American (Non-Hispanic)**

Persons having origins in any of the black racial groups in Africa.

**A Asian**

Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**I American Indian or Alaskan Native**

Persons having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.

**P Native Hawaiian or Other Pacific Islander**

Persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**Do you currently attend Steubenville City through open enrollment?** Yes No

**School District Student Currently Attends** \_\_\_\_\_ **Building:** \_\_\_\_\_

**School District of Residence:** \_\_\_\_\_

**Has your child been identified as gifted?** \_\_\_\_\_

**Does/has your child ever received special education services?** \_\_\_\_\_ **Does your child have a current IEP?** \_\_\_\_\_

If yes, please circle which one: Multiple Disabilities Deafness Visual Speech Orthopedic Emotional Disabilities Intellectual Disabilities SLD Autism TBI Other Health Impaired Developmental Delay

Are there any 504 Plan Accommodations? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Does your child receive Gifted Services or is he/she currently on a WEP or WAP?** Yes \_\_\_\_\_ No \_\_\_\_\_

**If yes, please submit a copy with this application.**

School Requested: (circle one)

SHS (9-12) HMS (5-8) McKinley (PreK-4) East Garfield (PreK-4) Pugliese (PreK-4) Wells (PreK-4)

***Steubenville City Schools reserves the right to assign elementary students in a manner which achieves the best possible enrollment balance per building.***

Has this applicant been expelled or suspended from school? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, list dates \_\_\_\_\_

Approximate number of days absent during current school year \_\_\_\_\_

Why do you want your child to attend Steubenville City Schools? \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*\*\*Falsification of any information will render the application null and void.\*\*\***

For Office Use Only - Received by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Approved \_\_\_\_\_ Rejected \_\_\_\_\_ Reason(s): \_\_\_\_\_

Principal \_\_\_\_\_ Superintendent \_\_\_\_\_

**Steubenville City School District**  
**Parent Information on Inter-district Open Enrollment**  
**Students living outside of Steubenville City School District Requesting to Attend Steubenville**  
**City Schools**

**Revised: 2/2024**

The Steubenville Board of Education believes that students should, under certain prescribed circumstances, benefit from an interdistrict open enrollment policy. Guidelines for the transfer of students, based upon criteria with recommendations from officials of the Ohio Department of Education are listed below.

1. Applications for interdistrict transfer must be submitted to the Superintendent's office of The Steubenville City School District, 611 North 4<sup>th</sup> Street, Steubenville, OH 43952 by June 1<sup>st</sup>. Parents will be notified of acceptance/rejection no later than August 1<sup>st</sup>.
2. Interdistrict transfers are open to students from any school district in the state of Ohio.
3. Interdistrict enrollment limits set by The Steubenville City Schools shall be:
  - A. Twenty-four (24) students maximum for grades PreK through 4 classrooms.
  - B. Twenty-nine (29) students for grades 5-12 classrooms. The only exception to the aforementioned class sizes would be special education, accelerated classes, College Credit Plus, or where a physical classroom limitation and state regulations may exist.
  - C. Class size for special education is determined by the State Board of Education Rule. Waiver of class size will not be granted by the Ohio Department of Education in order to accommodate open enrollment students.
  - D. The home district remains responsible for insuring the due process procedures are provided for their students. Decisions about the student's educational program remains with the home district.
4. The Board shall select students for assignment through following a priority list:
  - o Priority One - Non resident students attending the Steubenville City Schools who were previously enrolled in the district.
  - o Priority Two - Non resident students who have not previously attended the Steubenville City Schools.
  - o Priority Three - Tuition students outside the Steubenville City School District.
5. The administration will determine building assignment, without guarantee that the building assignment (elementary) will prevail in subsequent years.
6. Enrollment in a special program e.g.: Gifted, Special Education, will dictate which building a student must attend, as units are placed in buildings according to space availability.
7. **The Steubenville City Schools are not required to institute any special education programs to serve transfer students. If a student is evaluated for placement in a special education program, representatives of the district of residence must be invited to participate in the placement meeting.**
8. All approved transfers are in effect for the current school year only and may be discontinued at the discretion of the administration in subsequent years.
9. Applicants will be considered on a first come, first serve, basis through the implementation of the priority list described in #4.
10. Applicants may be rejected if the racial balance of either the sending or receiving school district would be negatively impacted.
11. The Steubenville City School District will accept no responsibility for the transportation of students to other districts unless it is deemed practical by the administration.
12. The Steubenville City School District may deny enrollment to students who have been expelled or suspended for ten (10) or more consecutive days in the current term or the immediately preceding term, as well as students who are convicted felons and/or students having a history of school violence.
13. All OHSAA guidelines pertaining to athletic eligibility shall be enforced.
14. The Superintendent may, by mutual agreement, waive the stated enrollment deadline.
15. The Superintendent of the student's residential District will be notified of the acceptance of the student's application within two (2) weeks of acceptance.
16. Status could be revoked if attendance/behavior guidelines are violated.
17. All native students wishing to enroll in the District will be enrolled and not be displaced due to open enrollment.

**The Steubenville City School District does not discriminate based upon race, sex, sexual orientation, religion, color, national origin, age, gender identity or expression, ancestry, familial status, military status, disability, genetic information, or any other legally protected category (collectively, "Protected Classes")**