

Procedure © 5-105.A Open Enrollment - Enrollment Process

A. General Open Enrollment Process

The District will enroll at any time any resident student who applies for enrollment and will accept open enrollment students throughout the school year as capacity in the particular program, class, or grade level allows. The District will reserve capacity for and grant enrollment preference to students residing within the attendance boundaries of the school, returning students, and siblings of students currently enrolled at the school.

B. Admission Criteria

The Superintendent will determine if resident transfer and nonresident students will be admitted in accordance with whether the school in which the student seeks to enroll has the capacity to serve the student without adversely impacting educational opportunities for resident students attending their resident school.

Factors to be considered in making this determination include, but are not limited to, the following:

- a. physical capacity of school facilities;
- b. availability of staff (e.g., administrators, teachers, other certificated employees, related service providers); and
- c. capacity of grade levels, core and elective courses, and relevant special programs.

The District may also consider whether the student has been expelled by another school or is in the process of being expelled by another school.

No school within the District shall limit admission based on any of the following:

- a. ethnicity or race,
- b. national origin,
- c. sex,
- d. income level,
- e. disability,
- f. proficiency in the English language, or
- g. athletic ability.

The capacity of each school and whether it is currently accepting open enrollment students by grade level and specialized program will be posted on the school's website and will be updated at least every twelve (12) weeks unless there are no changes to report.

C. Priority of Admissions

The District will reserve capacity for and grant enrollment preference to students residing within the attendance boundaries of the school, students returning from the prior year, and to siblings of students currently enrolled at the school and siblings of students selected through the equitable selection process. Other students seeking open enrollment will be admitted if the school has capacity at that time. If a particular school reaches capacity after enrolling resident students and students with preferential enrollment eligibility, students seeking open enrollment will be placed on a wait list and will be selected on a first come, first served basis.

D. Transportation

The District will not provide transportation for nonresident students and resident transfer students unless the student is a student with disability whose individualized education program specifies transportation as a related service or transportation is otherwise required by law. If a special education student requires transportation as a related service and chooses to open enroll in a school that is not the student's home school or assigned school, the District may limit the offer of transportation to the student's home school or assigned school and not the school chosen by the parents/legal guardians.

If required by law, transportation is limited to:

1. not more than thirty (30) miles each way to and from the school of attendance;
2. a pickup point on the regular transportation route; or
3. for the total miles traveled each day to an adjacent district for eligible non-resident pupils who meet the economic eligibility requirements established under the national school lunch and child nutrition for free or reduced-price lunches.

The District may provide transportation to students accepted for open enrollment, even when not required to do so, based upon the District's capacity to do so.

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Beaver Creek School District
