

OPEN ENROLLMENT: GUIDELINES

The District shall participate as a sending and a receiving District in regard to the open enrollment act enacted by Section 282.18 of the Code of Iowa. The following will provide guidance for District consideration of open enrollment requests.

1. Availability of Classroom Space

The criteria used to determine if sufficient classroom space exists may include, but will not be limited to: available personnel; the grade level enrollment; the educational program; the instructional methods; the physical space; equipment and available materials; finances available; facilities either being planned or currently under construction; sharing agreements in force; bargaining agreements in force; and the District goals and objectives.

The District shall not be required to hire additional staff in order to accommodate open enrollment students. Each case will be considered on its own merit, and the District may waive the criteria for insufficient classroom space listed above for those students affected in order to prevent the division of a nuclear family between two school Districts.

2. Impact on the District's Voluntary Desegregation Plan

The Superintendent or his/her designee shall deny a request for transfer out of the District if, in their opinion, the release of the student will adversely affect the District's voluntary desegregation plan.

If, however, a transfer request would assist the District's desegregation plan, the District shall give priority to granting such a request.

Open enrollment applications that would cause a specific school's minority percentage to exceed the District's minority percentage by more than ten percentage points will be considered as adversely affecting the District's voluntary desegregation plan.

3. Special Education Programming.

Transfer-in requests for Special Education students will be approved only if the District has a special education program which is appropriate to meet the student's educational needs and the class enrollment would not cause the size of that Special Education class to exceed the requirements as stated in the Fort Dodge Community School District Special Education Service Delivery System Plan. When the appropriateness of the program is in question, the student will

remain enrolled in the resident District until a final determination is made. For students in Special Education programs, the sending District shall pay the actual costs incurred. The Fort Dodge District shall not be required to hire additional staff in order to accommodate such students.

4. Suspended or Expelled Students

The District may refuse to accept open enrollment requests of students who have been suspended or expelled from a District until such time as the student is officially reinstated in the resident-District.

5. The Chronological Receipt of Official Requests

Consideration will be given to requests in chronological order, according to the receipt of the application by date and time. Special preference will be given to students who are a part of the same nuclear family of a student(s) already enrolled in the District.

As with all students enrolled in the District, the Board has the authority to determine which school the students shall attend of those enrolling under the Open Enrollment Act.