

### **INTRADISTRICT OPEN ENROLLMENT GUIDELINES**

All students enrolled in the Cuyahoga Falls City School District are assigned to the school or special education program serving their attendance area. Students wishing to attend a school of choice must complete and submit an intradistrict enrollment request form in accordance with the following provisions:

- A. The Superintendent shall inform the parent(s) of each student enrolled in the district of the intradistrict open enrollment policy and application procedures.
- B. Application forms shall be available upon request in the office of the Superintendent.
- C. Application forms must be completed by the parent(s) and received in the office of the Superintendent, Cuyahoga Falls City School District, 431 Stow Avenue, P.O. Box 396, Cuyahoga Falls, Ohio 44222-0396. One application must be submitted for each student who requests an intradistrict transfer. Open enrollment applications are accepted the month of March (of the current school year) for consideration for the following school year. Students in Grades 1-12 will be notified by the end of July (of the current school year), while incoming kindergarten students will be notified prior to the start of the new school year in August.
- D. Requests to be assigned to a district building or program, other than the one serving a student's attendance area, will be considered provided that:
  - 1. The number of students already assigned to the appropriate grade level and program has not violated class size limitations.
  - 2. Students who have been accepted from another attendance area who have been suspended or expelled will not be permitted to return to their home school during the time of the suspension or expulsion. Students must comply with the rules of the school in which they are enrolled. Failure to comply with the school rules the first month of enrollment will constitute a student's return to his or her home school.
- E. Students previously enrolled from other attendance areas have preference over first-time applicants.
- F. To prevent any disruption of a student's education and to maintain continuity, students accepted for the purpose of school choice will remain in the new school for the entire school year. Exceptions to this may be considered with the approval of the Superintendent.

- G. The Superintendent shall notify parents of application acceptance or rejection by letter. The Superintendent will grant no transfers, without special permission, after this date until the next open enrollment.
- H. Transportation of students transferred at parental request shall be the sole responsibility of their parents/guardians; however, existing bus routes may be utilized when convenient to assist parents in this process.
- I. Students receiving special education services will continue to be assigned to schools where the services specified in the student's individualized education program are available.
- J. Intradistrict requests shall have priority over interdistrict requests, where conflicts arise.

#### Program Size

The restrictions on a number of students in a program due to circumstances unique to that specific program, a collectively-bargained, negotiated agreement, or financial or operating conditions of the district.

#### Racial Balance

“Racial” refers to minorities classified as African-American, Asian-American, Hispanic-American, or Native-American students. “Balance” refers to the percentage of “racial” students in a district program, classroom, or school.

#### Racially Isolated Building

A racially isolated building refers to a school district building in which the racial composition of the students varies significantly from the overall racial composition of the school district.

#### Maintaining Appropriate Racial Balance

Given our diverse society and the importance of preparing students for education, work, and citizenship, the Board is committed to providing students with equal educational opportunities, promoting educational diversity in the district, and providing students with the educational benefits of a diverse student body. To that end, the Board/Administration will give individual consideration to each applicant seeking enrollment under this policy, so that all factors that may contribute to student body diversity are meaningfully considered in admissions decisions. It is the intent of the Board to maintain an appropriate racial balance as required by law.

Should a concern arise regarding racial balance in one or more of the district's schools, the Superintendent shall consult with legal counsel to determine the appropriate steps that should be taken, including, but not limited to, any necessary policy revisions and other actions necessary to comply with State and Federal law. The Superintendent shall then make the appropriate recommendations to the Board. It should be noted that as of May 5, 2004, there are no racially isolated buildings within the school district.

LEGAL REFS: O.R.C. §3313.97

Adopted: May 20, 2014