

READING COMMUNITY SCHOOL INTERDISTRICT OPEN ENROLLMENT

The Reading Board of Education is pleased to extend tuition-free enrollment opportunities to Ohio students who live outside the district boundaries but within the state of Ohio, provided that openings are available and that all procedures as outlined in the administrative regulations are met.

1. Application forms shall be available upon request at the Reading Board of Education Office, 1301 Bonnell Ave, Reading, Ohio 45215 and on our website at www.readingschools.org
2. Applications for all students will be accepted beginning April 2, 2018 8:00 a.m. and ending May 11, 2018 at 3:00 PM, in person only. Applications will be processed in the order in which they are received. All individual applications will be date/time stamped when presented at the Board of Education Office. ***Applications received by mail will not be accepted.***

Guidelines for the transfer of students are summarized below. These guidelines are consistent with the O.R.C. 3313.98, and also the Reading Community Schools Open Enrollment Policy 5113. The complete policy and administrative guidelines may be found on our website.

- The number of openings in a particular program for students from other Ohio districts 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. At no time will a resident student be denied enrollment in a grade, building, or program due to established capacities having been reached through inter-district open-enrollment.
- The order and preference will be:
 1. Students currently attending in the Reading Community School District or open-enrollment from any other district in the State of Ohio in the current school year.
 2. Students that are members of the same family unit (brothers and sisters) of students who attend the Reading School District or open-enrollment from any other district in the State of Ohio in the current school year.
 3. School age children of full-time employees in contiguous or non-contiguous school districts.
 4. First time student applicants for the coming school year.
- Applications from students from other Ohio districts who have an I.E.P. shall not be considered if the District is not currently providing the services called for in the I.E.P.
- If the grade level capacity is reached, open enrollment will not occur for that grade level for that year.
- The District shall not discriminate against any disabled students. The District shall not be required to provide any services or adapt any facilities not already provided disabled resident students.
- The parent/guardian will be responsible for providing transportation to the Reading Community School District.
- Applications from students from other Ohio districts may also be rejected if the student has been suspended or expelled for ten (10) consecutive days or more.
- The parents of the student from another Ohio district as well as the superintendent of his/her home school will be notified of their acceptance by the Superintendent of Reading Schools. **Once the acceptance letter has been mailed, the student will have ten (10) days in which to accept and must notify the Reading School District of their intent to enroll in Reading Schools under open enrollment. Failure to do so will result in a reversal of acceptance.**

READING SCHOOL DISTRICT INTERDISTRICT OPEN ENROLLMENT APPLICATION

(Students living outside the Reading School District)

Student's **Current** Grade 2017-2018 _____ Student's Grade (**Next Year**) 2018-2019 _____

Student's Name _____ Date of Birth _____

Student's Address _____ Telephone _____

City/Zip Code _____

Does student have a sibling currently open enrolled in Reading Schools? _____

Name(s) and Grade(s) of Sibling(s) that are also applying for Open Enrollment:

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Parent's/Guardian's Name _____ Work No. _____

School District of Residence _____

School Student is Currently Attending _____

Address _____ Telephone _____

Does your child receive special services? **Yes No**

Has your child had an evaluation in the past 3 years?
(ETR – Evaluation Team Report) **Yes No**

If yes, is there a current Individualized Education Plan? **Yes No**

Does your child have a 504 plan? **Yes No**

*** No student shall be accepted if he/she has been suspended or expelled for ten (10) or more consecutive days in the school year in which admission is sought or the school year immediately preceding the term in which admission is sought.**

Yes No **Has this student been suspended or expelled for 10 consecutive days during the school year in which admission is sought or the school year immediately preceding the term in which admission is sought?**

I certify that all information contained in this application is true and complete, and I understand that the falsification of any of the above information will void this application and/or the enrollment of my child in the Reading Community City Schools.

Parent's Guardian's Signature

Date

Superintendent

_____ [] Approved
_____ [] Rejected
Date

Applications will be processed in the order in which they are received (first come, first serve). Requests will be acted upon by June 15. Parents will be notified of approval or non-approval by mail. **This form must be returned in person to the Office of the Superintendent, located at 1301 Bonnell Ave. Applications that are received by mail will not be accepted. Open enrollment applications must be filled out each year to be considered for open enrollment the following year. Space is limited.**