

Ionia County Intermediate School District  
Open Enrollment Release Form

Student(s) who reside within the Ionia County Intermediate School District and wish to attend any other Ionia County public school district, other than their resident district, shall be released for purposes of Section 21 of the State Aid Act, to attend such other public school district; such release shall be subject to the following provisions:

**Operational Aspects of the Open Enrollment Procedures:**

- 1) The parent(s) of any child(ren) who desire(s) to attend school in a building outside of the school district of residence shall complete and submit a common Open Enrollment Application. The form shall be submitted to the office of the superintendent of the district where the parent(s) desire(s) the child(ren) to attend (the accepting district), and a copy of the form will be sent to the office of the superintendent of the resident district (releasing district) for his/her signature of acceptance.
- 2) The parent(s) of any child(ren) who attend school in a building outside of the school district of residence (releasing) will be responsible for all transportation of their child(ren) to and from school. There are two scenarios on how the parent(s) may make arrangements for transportation with the accepting district:
  - A) If the releasing district no longer offers a student's grade level, the accepting district may enter the releasing district's borders to pick up the student.
  - B) If the releasing district *does* offer the child's grade level, the parent may make arrangements with the accepting district to provide transportation at one of the accepting district's bus stops. The accepting district may not pick up these students inside the releasing district's borders.
- 2) Each district will establish criteria for acceptance of non-resident students.
  - A) A non-resident applicant residing within the same intermediate district shall not be granted or refused enrollment based upon religion, race, color, national origin, sex, height, weight, marital status, or athletic ability, or generally, in violation of any state or federal law prohibiting discrimination.
  - B) A district may refuse to enroll a non-resident applicant if the applicant is, or has been within the preceding two (2) years, expelled from another school.
  - C) A district may refuse to enroll a non-resident applicant if the applicant has been a disciplinary problem for the resident district.
  - D) If upon review a district refuses to accept a student, but has received any foundation allowance for the current year, they will return that revenue to the resident district.
- 3) Notification of acceptance or rejection of an Open Enrollment Application shall be provided to the parent(s) completing the application. Copies of the completed, signed application form will be provided to the parent(s) upon request. Otherwise, copies will be kept in the files of both school districts.
- 4) The Ionia County Intermediate K-12 Public Schools Open Enrollment Project for each school year shall become operational in each K-12 district upon the approval of each of the County's local K-12 Boards of Education.
- 5) There will be **no student tuition charges**.

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**IMPORTANT:** Completion of this form does not automatically enroll a child in another district. The parent(s) is responsible for contacting the district in which the child/children wishes to attend; completing enrollment papers, supplying shot records and birth certificate(s) and any other required forms. **Once an agreement is reached between two districts, this form is no longer required in the future. If you elect to enroll your student in a new nonresident Ionia County ISD local district, a new form is required.**

Name of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

<u>Name of Child</u>	<u>Grade</u>	<u>Date of Birth</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of School District of Residence: \_\_\_\_\_

Name of School District You are Currently Attending: \_\_\_\_\_

Name of School District You Wish Your Child to Attend: \_\_\_\_\_

Has the student(s) been expelled from a school?  Yes  No

Are charges for expulsion pending against the student(s)?  Yes  No

Please State Why You Want Your Child Released: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NOTE: The signature of the parent/guardian/student(if over 18 years of age) found below indicates understanding of, and adherence to, the stipulations, operational aspects of the Open Enrollment procedures found on the attached page and the Hold Harmless Clause found below.

\_\_\_\_\_  
**Signature of Parent(s)/Guardian(s) or Student if Over 18 Years of Age:**

**HOLD HARMLESS CLAUSE: (read carefully)**The parent(s), guardian(s) or student of over 18 years of age making application for participation in the Ionia County Intermediate School Districts Open Enrollment Project agree(s) to hold harmless each Ionia County Intermediate public school district, its employees, and Board of Education members for any decision in the selection process and/or potential participation or actual participation as an Open Enrollment child/student relative to academic achievement, co-curricular participation, student discipline related to behavior, and/or all other aspects of participation as a member of a student body.

Please release all information regarding the above named student(s) to the receiving school district. Information should include all documents in the following categories: CA60 and CA39 records, MEAP scores, EDP, portfolios, disciplinary files, psychological evaluations, social worker or teacher consultant reports, reports from other agencies i.e., Department of Social Services, mental health recommendations, grade reports, transcripts, records of special education placement, evaluation or referrals and any other pertinent information.

**By Board Policy, you may not attend any Ionia County Public School until that school has received complete and up-to-date immunization records.**

I hereby **RELEASE** the above named student(s) to the \_\_\_\_\_ school district.

Releasing Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby **Accept/Deny** the above name student(s) to our school district.

Accepting Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_