

SERIES 400 – STUDENTS

School Admissions – 420

Public School Open Enrollment – 423

This policy will be administered in accordance with the state public school open enrollment law.

Criteria for Accepting or Rejecting Non-resident Students

Full-time Open Enrollment

1. The District will consider the availability of space in the classrooms, programs, or schools within the district. The Norwalk-Ontario-Wilton Board of Education will determine any enrollment restrictions for class sizes and program sizes each year during the regularly scheduled meeting in January.
2. The district will not accept a student who has been expelled during the current year or preceding two school years for violent or unsafe conduct.
3. If disciplinary proceedings occur after the acceptance of the student and prior to the student starting school at Norwalk-Ontario-Wilton, the district will deny the enrollment of the non-resident student.
4. The district will accept a student with disabilities provided the district has the in-district services available as described in the student's IEP and space is available in district programs.
5. If a nonresident student requires a change to the IEP after attendance at the Norwalk-Ontario-Wilton School District has started, and the district does not either provide the services required by the IEP, or there is no space available in the program required by the student's IEP, the district will then notify the non-resident student's parents or guardians and resident school board that the program or service is not available in the district and the student will be transferred to his/her resident district for appropriate educational placement.
6. If any non-resident students has been referred for evaluation but not yet evaluated by an individualized educational program (IEP), the Norwalk-Ontario-Wilton School District will deny admission until the resident district has completed their evaluation process and has determined the services and needs of that particular student.
7. If more non-resident students apply for open enrollment in a particular grade or program than there are open spaces available, preference will be given in the following order:

- A. Students who have been attending the Norwalk-Ontario-Wilton School District, but have moved out of the district and wish to continue attending the Norwalk-Ontario-Wilton School District immediately upon moving out of the District. These students will be accepted regardless of seat or program numbers available.
- B. Siblings of students accepted in item A.
- C. Children who have siblings who have been accepted by the district as non-resident open enrollment students
- D. All other students who have open enrolled. If more students have open enrolled than the class or program has seats available, students will be selected by a random drawing.
- E. If programs or class sizes are full as determined by the Norwalk-Ontario-Wilton Board of Education, a waiting list will be created and if openings occur over the summer months, a random drawing will determine who is accepted.

Part-time Open Enrollment

- 1. The district will give preference in course attendance to residents of the school district.
- 2. As provided by law, a student may apply for a maximum of two courses at a time in the Norwalk-Ontario-Wilton School District.
- 3. If a situation occurs where more non-residents apply for open enrollment in particular classes than spaces available, preference will be given to students who have siblings that are attending Norwalk-Ontario-Wilton Schools. After this, a random drawing will occur to determine which non-resident students may attend a program.
- 4. Any non-resident students wishing to apply for part-time open enrollment into the Norwalk-Ontario-Wilton School District must use the “Individual Course Application For Non-Public School Students” application form detailed in School Board Policy 424. This form must be submitted to the District Administrator in accordance with the regulations established in School Board Policy 424 (Rule), and established procedures in applying for open enrollment through the Wisconsin Department of Public Education.

Criteria for Accepting or Rejecting Resident Student Applications

Full-time Open Enrollment

- 1. If a situation occurs where there are more resident students applying for open enrollment than allowed by law, preferences will be given to students already open enrolled out of the district and their siblings. Other resident students allowed to open enroll out of the district will be determined by a random drawing.

Part-time Open Enrollment

1. Students may attend no more than two courses at any time in a non-resident school district under law. The district must reject an application to attend a course in another public school district if the course conflicts with a student's IEP.

Rights and Privileges of Non-resident Students

Students attending Norwalk-Ontario-Wilton Schools shall have all the rights and privileges of students residing in the district and will be subject to the same rules and regulations as students residing in the district. Exceptions will be made in extra-curricular activities where WIAA rules and regulations govern open enrollment students and participation in athletics.

Transportation of Students

Parents and guardians are responsible for transporting open enrolled children into the Norwalk-Ontario-Wilton School District unless under the following condition: The Norwalk-Ontario-Wilton School District will pick-up non-resident, open enrolled students in their resident district as long as the regular routes run by the twelve (12) school district buses does not increase the total riding time of any resident student by more than one hour per bus route. The District Administrator has the final decision on non-resident bus transportation. Also, the resident district must have a policy permitting the Norwalk-Ontario-Wilton School District to allow its buses into their district for the transporting of students.

The Norwalk-Ontario-Wilton School District will allow other school district's transportation services to come into the school district to transport resident students to non-resident schools.

If the IEP of a special education student specifies transportation must be provided, by the non-resident district to accommodate the child's disability, then the non-resident district must provide the transportation from a predetermined pick-up and drop-off place within the school district boundary.

Legal Reference: Sections 118.13, 118.51, 118.52 Wisconsin Statutes
PI 36, Wisconsin Administrative Code

Approved: 8/14/06

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1/11/16