

## Students

### Series 500

Policy Title: Open Enrollment - Receiving District Regulation

Code No. 501.15-R

The Superintendent of Schools will administer the Open Enrollment Procedures for the Marshalltown School District.

#### Notification:

All notification will be made on forms prescribed by the Department of Education and available at the Office of the Superintendent. Parent notification to the District for transfers-out should state that the parent intends to enroll the parent's child in another school District and describe the reasons for the transfer.

#### Procedures as a Receiving District:

Special preference for transfers-in may be given those students who are part of the same nuclear family of the student already enrolled in the District. All students will be enrolled for "regular" open enrollment if requests are received on or before March 1, unless insufficient classroom space exists. Insufficient classroom space will be determined on a case by case basis.

If a parent desires to enroll a student in a different District, a request to transfer shall be filed with the Superintendent no later than March 1 of the year preceding the year of desired enrollment. The Board of Education will have discretion to deny the request in those situations where transfers are requested within the requested four-year period.

For students desiring transfer who have been suspended or expelled in the District or residence, the Board of Education may refuse to consider the request until the child has been reinstated in the sending district.

Transfers in for Special Education Students will be approved only when the District

maintains a special education instructional program which is appropriate to meet the child's educational needs and the enrollment of a child in the Marshalltown District program would not cause the size of the class in that special education program to exceed the maximum class size in the rules adopted by the State Board of Education for that program. For pupils requiring special education the Board of Directors of the sending district shall pay the actual cost incurred.

Transportation:

Parents will provide their own transportation to the District's bus routes; however, if the student meets the economic eligibility requirements for free and reduced price lunches, the sending district must provide transportation to and from a point on a regular bus route of the district or pay the pro rate cost of transportation to the parent or guardian. The District may go into another district to transport an open enrollment student only if both Boards agree.

Insufficient Classroom Space:

Criteria to be used determining cases of insufficient classroom space may include but not be limited to available personnel, grade level, educational program, instructional methods, physical space, equipment, materials available, finances available for the facilities either being planned or currently under construction, sharing agreement, bargaining agreements, and district goals and objectives. Each will be considered on its merits.

Tuition:

For regular education students received, the sending district would pay the state per pupil cost plus any money received for non-English-speaking students and Phase III monies allocated to the District for full-time equivalent pupils. Payments will be made quarterly with the Marshalltown Business Office administering all financial procedures. For students open enrolling due to good cause or by mutual agreement after the deadlines, the original resident district is responsible for per pupil costs for the balance of the school year.

For special education students the amount billed will be the actual cost of the pupil's program plus Phase III.

For partial year situations, payment will be prorated based on the number of quarters of school enrollment.

Athletics:

A student who transfers to the district in grades nine through twelve is not eligible to participate in interscholastic athletics, contests, and competition the first ninety (90) days of transfer.

Adopted: August 14, 1989

Legal Reference: (Code of Iowa)

Reviewed: November 17, 2008  
November 4, 2013  
April 3, 2017  
December 4, 2017

139.9, 274.1, 279.11, 282.2, .3, .8, .18, 299.1  
(1989) 470 Iowa Admin. Code 7

281 Iowa Admin. Code 11.2(12)-(11),  
11.4(13).

Amended: January 28, 1991  
February 22, 1993  
August 26, 1996  
December 15, 2008

Cross Reference: