

**OPEN ENROLLMENT (FULL-TIME)**

**POLICY STATEMENT**

- A. The School District of New London, in compliance with state law, will offer nonresident students the opportunity to enroll in the New London public schools based upon the criteria and procedure outlined herein and in accordance with the timelines and procedures outlined in state law. Resident students will also have the opportunity to enroll in schools outside the district.

**POLICY PROCEDURE**

- A. Application Procedures – The Board of Education of the School District of New London (“Board”) will accept open enrollment applications from nonresidents for the next school year. Applications will be submitted on the form provided by the Department of Public Instruction (“DPI”) and must be received between the first Monday in February and the third Friday following the first Monday in February. Copies of all nonresident pupil applications will be sent to the resident school board of each nonresident pupil and DPI on the fourth Monday in February. The District must receive copies of all applications by District pupils seeking open enrollment in other school districts on the fourth Monday in February.
- B. Acceptance Criteria – Acceptance of nonresident and resident open enrollment applications will be made according to criteria specified and will be made no sooner than after the third Friday following the first Monday in February and no later than the Friday following the first Monday in April. In order for a pupil to participate in open enrollment, both the resident school board and the nonresident school board must approve the application.
  - 1. Nonresident Acceptance Criteria – The Board will determine which open enrollment applications to deny based upon the criteria specified below. Applications denied under any of the criteria will be removed from the pool of eligible applications. If the District receives more nonresident student applications for full-time enrollment than there are spaces available, determination of which students to accept will be made by lot. Students not accepted will be placed on a numbered waiting list made by lot. The district may accept an applicant who is already attending the district or a sibling of the applicant even if there is no space available.
    - a. The availability of space in the District, in the school, program, class, or grade desired by the nonresident pupil. In determining such space available, the district administrator will consider any or all of the following:
      - (1) District practices, policies, procedures, or other factors regarding class size ranges for particular programs or classes.
      - (2) District practices, policies, procedures, or other factors regarding faculty-student ratio ranges for particular programs, classes, or buildings.
      - (3) Enrollment projections for the schools of the District which have taken into account, among other things, short and long-term economic development in the community, preference requirements for siblings of non-resident open enrollment students, the required length of K-12

attendance opportunities for open enrollment students and current and future space needs for special programs, laboratories (e.g., in technology or foreign language) or similar district educational initiatives.

- (4) The number of nonresident students currently attending the schools of the district for whom tuition is paid by another district under §121.78(1)(a), Wis. Stats., nonresident students previously approved and attending under the open enrollment program, and siblings of students who have applied and are attending under the open enrollment program.
  - (5) The number of resident home schooled or private school students likely to attend the schools of the district in accordance with §118.145, Wis. Stats.
  - (6) The number of resident students attending a school outside their attendance zone.
- b. Whether the nonresident pupil has been expelled from any school district within the current school year or the two (2) preceding school years.
  - c. Whether any disciplinary proceeding involving the nonresident pupil which is based on any of the following activity, is pending:
    - (1) Conveying or causing to be conveyed any threat or false information concerning an attempt or an alleged attempt to destroy school property by means of explosives;
    - (2) Engaging in conduct while at school or under school supervision which endangers the health, safety, or property of others;
    - (3) Engaging in conduct while not at school or under school supervision which endangers the health, safety, or property of others at school or under school supervision or any school employee or board member; or,
    - (4) Possessing a dangerous weapon (as defined in §939.22(10), Wis. Stats.) while on school property or under school supervision.
  - d. Notwithstanding the Board's acceptance of a nonresident pupil's application, the Board may withdraw acceptance if, prior to the beginning of the first school year in which the nonresident pupil will attend a school in the District, he/she is determined to fall under paragraphs B, 1, b or B, 1, c.
  - e. Whether the special education program or related services described in the nonresident pupil's individualized education program ("IEP") are available in the District.
  - f. Whether there is space available in the district's special education program identified in the nonresident pupil's IEP, including class size limits, pupil-teacher ratios, and enrollment projections. (See Paragraph B, 1, a above.)
  - g. Whether the nonresident pupil has been screened by the resident school board to determine if there is reasonable cause to believe that he/she is a child with a disability.



2. Resident Pupils Applying to Other Schools – In addition to sending notice of decision to the District pupil, if the Board denies approval, it will send a notice with reasons for denial to the nonresident school board initially receiving the application.
  
- D. Reapplication Procedures – A nonresident pupil does not have to reapply each year once they have notified the District they will be attending a District school, except that the Board may require a nonresident pupil to reapply one time either when entering middle school or high school. A nonresident pupil will not be required to reapply more than once.
  
- E. Transportation – The parents or guardians of a pupil attending in a nonresident school district will be solely responsible for providing transportation to the nearest transportation pick-up point, unless the nonresident pupil is a student with a disability and transportation is required by the nonresident pupil's IEP. Requests from other districts to enter the boundaries of the School District of New London for the purpose of providing transportation to open enrollment students will be denied.
  
- F. Tuition Payment – The Board will pay to the nonresident school board tuition calculated under §121.83, Wis. Stats., for District pupils with disabilities attending school in the nonresident school district.
  
- G. Rights and Privileges of Nonresident Pupils – Nonresident pupils attending school in the District on a full-time basis will have all of the rights and privileges of resident pupils and will be subject to the same fees, rules, and regulations as resident pupils.
  
- H. Co-Curricular Participation –
  1. Nonresident students entering the District under disciplinary sanction for violating the co-curricular code of their resident district will complete the imposed action if it is equal to or more severe than that which would have been imposed had it occurred in the School District of New London. If the disciplinary action is less severe than that which would have been imposed in the School District of New London, the School District of New London's sanctions will be imposed.
  
  2. WIAA rules and regulations for eligibility will be followed for nonresident as well as resident students. The District Co-Curricular Code of Conduct will apply to nonresident as well as resident students.
  
- H. Appeal Process – If a pupil application is denied, the pupil's parents/guardians may appeal the decision to the Department of Pupil Instruction within thirty (30) days of the decision.

LEGAL REFERENCE: Section 118.51 Wisconsin Statutes  
Section 118.52 Wisconsin Statutes  
Section 121.78(1)(a) Wisconsin Statutes  
Section 121.83 Wisconsin Statutes  
Section 939.22(10) Wisconsin Statutes

CROSS-REFERENCE: 423.1 Open Enrollment (Part-Time)