

OPEN ENROLLMENT (PART-TIME)

POLICY STATEMENT

- A. The School District of New London, in compliance with state law, will offer nonresident students the opportunity to enroll in up to two courses at the New London High School based upon the criteria and procedure outlined herein. Resident students will also have the opportunity to attend up to two courses in a nonresident 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 enrolled in a public school in the high school grades for individual courses. Applications will be submitted on the form provided by the Department of Public Instruction (“DPI”). Nonresidents may not attend more than two (2) courses at any time in the nonresident district. The applications must be made no later than six (6) weeks prior to the start of the course. Copies of all nonresident pupil applications will be sent to the resident school board of each nonresident pupil. The Board must receive copies of all applications by District pupils seeking part-time open enrollment in other school districts.
- B. Acceptance Criteria – Acceptance of nonresident and resident part-time open enrollment applications will be made according to criteria specified and will be made no later than one (1) week prior to the start of the course. 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 – Approval of applications is based upon the same criteria for entry into the course that apply to pupils who reside in the school district. If the number of nonresident pupils, District pupils, and pupils enrolling pursuant to §118.145(4), Wis. Stats. applying for a course exceeds the number of spaces available in the course, the Board will give first priority to District pupils and then to pupils enrolling pursuant to §118.145(4), Wis. Stats. The remaining nonresident pupil applications will be approved on a random basis.
 - 2. Resident Acceptance Criteria – The Board will approve applications of residents enrolled in the high school grades seeking to attend courses in other school districts unless the cost of the course would impose an undue financial burden on the District in light of its total economic circumstances. If the course conflicts with the IEP of the pupil, the district will reject the application.
- C. Notice of Decision – Written notice of acceptance or denial must be sent to all applicants no later than one (1) week prior to the start of the course. Notice of denial will include a reason for the determination.
 - 1. Nonresident Pupil Applications – In addition to sending notice of decision to the applicant, if the Board approves an open enrollment application of a nonresident pupil, it will also send the notice to the resident school board no later than one (1) week prior to the start of the course. The Board will notify accepted nonresident applicants and the resident school board of the school at which the pupil will attend the course.

Approved: March 9, 1998

Revised: May 14, 2007

2. Resident Pupils Applying to Other Schools – The Board will notify the resident pupil no later than one (1) week prior to the start of the course whether the course in the nonresident district would satisfy District high school graduation requirements. In addition to the notice of decision sent to the District pupil, if the Board denies approval, it will send a notice with the reasons for denial to the nonresident school board initially receiving the application.
- D. Reapplication Procedures – Approval of part-time open enrollment for a course only applies to the semester, year, or other session in which the course is offered. The Board will require nonresident pupils to reapply under the part-time open enrollment policy for each semester, year, or other session in which a course is offered.
- E. Transportation – The parents or guardians of a pupil attending a course in a nonresident school district will be solely responsible for providing transportation.
- F. Tuition Payment – The Board will pay to the nonresident school board tuition in an amount equal to the cost of providing the course for District pupils attending courses in the nonresident district.
- G. Rights and Privileges of Nonresident Pupils – Nonresident pupils attending courses in the District on a part-time basis will have all of the rights and privileges of resident pupils and will be subject to the same rules and regulations as resident pupils.
- 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 118.145(4) Wisconsin Statutes
Section 118.51 Wisconsin Statutes
Section 118.52 Wisconsin Statutes

CROSS-REFERENCE: 423 Open Enrollment (Full-Time)