

Wendell School District

150 E. Main St. P.O. Box 300

Wendell, Idaho 83355

Phone 208-536-2418 Fax 208-536-5957

Tim Perrigot
Superintendent
Laurie Lancaster
Personnel Clerk

Krissy Messick
Business Manager
Carol Case
District Clerk

September 15, 2016

Dear Parent;

Wendell School District Policy #632 states that Wendell is an open enrollment school district. According to Idaho Code Section 33-1402, a student's parent/guardian must apply annually for admission to the school district for each year they attend as an out of district student.

It has come to our attention that this form has not been completed for the _____ school year for your child. This is only a formality; your child is a student in good standing in the district and will certainly be allowed to continue attending Wendell School District. Please complete the enclosed form and return it to your child's school by _____ that it can be filed at the district office.

If you have any questions, please feel free to call district office.

Sincerely,

Carol Case

This is an open enrollment school district, and tuition will be waived for out-of-district students who meet the terms of this policy.

A student's parent or guardian must apply annually for admission to a school in this district on a form provided by the State Department of Education. The application, accompanied by the student's accumulative record, must be submitted to this district by February 1 for enrollment during the following school year. The application date may be waived at the discretion of the school district. The notice of application must also be given to the home district.

This district shall notify the applicant within sixty (60) days and, if the request for enrollment in this district is denied, the denial will include a written explanation.

Upon agreement between the home school district and this district, or between the affected schools within this district, the deadline for applications may be waived.

For those students attending this district's schools from out-of-district, the parent or guardian shall be responsible for transporting the student to and from the school or to an appropriate bus stop within this district.

Tuition shall be waived for any student that is allowed to attend this district under this policy.

No student shall gain eligibility to participate in extracurricular activities in violation of policies governing eligibility as a result of enrollment option transfer to this district.

If a student applies and is accepted in this district from out of district and then demonstrates inappropriate behavior that would merit suspension or expulsion, that student's open enrollment admission may be revoked.

This district shall take no action to prohibit or prevent application by its students to attend school in another district.

A student under suspension or expulsion shall be ineligible for the provisions of this policy.

This district is concerned about its class size and the affect that enlargement of the student-teacher ratios will have upon the educational program. Therefore, this district has determined that admission of students in excess of the following ratios would work a hardship on the district, its teachers, staff, students, and educational program:

Grade	Ratio
K-3	20:1
4-6	26:1
7-12	160 students per teacher per day

An exceptional student education class ratio shall be 12:1.

Non-resident students will have their applications denied if it is determined by administration that a hardship exists, as defined by the ratios set forth above or other extenuating circumstances.

Non-resident students residing in license group homes, agencies or institutions shall be received and admitted if the facility is located within the district. However, this provision shall not inhibit the board from prescribing non-discriminatory pre-conditions or standards of admission when necessary to protect the health, safety, and welfare of its existing students and/or to protect its educational processes.

Homeless children and youth, as defined in the Steward B McKinney Homeless Assistant Act (PL 100-77), may attend any district or school within a district without payment of tuition when it is determined to be in the best interest of that child.

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LEGAL REFERENCE:

Idaho Code Section 33-1401 *et seq.*

ADOPTED:

10/19/04

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STUDENTS – Residence Verification Form

Student Name: _____ Date of Birth: _____

Address: _____ City: _____

Phone #: _____

Dear Parent/Guardian:

Wendell School District requires proof of residency to enroll students whose parent(s) or legal guardian(s) reside within our district. The student must live with said parent/guardian.

This form is to verify residency within Wendell School District.

Parent/Guardian must provide at least 2 of the following forms of residence verification, which has their name and physical address:

- _____ Copy of Utility Bill (water, power, gas, etc.) _____ Rental/Lease Agreement
- _____ Property Tax Statement _____ Mortgage/Close of Escrow
- _____ Homeowners/Renters Policy _____ Vehicle Registration w/Physical Address
- _____ 1099 or W-2 w/Physical Address _____ *Other (Principal Approval)

* _____

I certify the above information is true and correct

Signature of Parent/Guardian

Date

OPEN ENROLLMENT APPLICATION

For School Year 20__-20__

Grade ____

This application form (approved March 2000) was prepared pursuant to Section 33-1402, Idaho Code, and may be used by any school district. Any other form must be approved by the State Superintendent of Public Instruction.

NOTE: For out-of-district applications, a copy of the applicant student's cumulative record must be attached to this application.

Out-of-District Application

In-District Transfer Application

Name of Proposed Receiving School: _____

School District Name: _____

1. Applicant Student's Name _____

Date of Birth _____

2. School Student is Presently Attending: _____

Address of School: _____

Present Grade Level of Student _____

3. Has the student ever been suspended or expelled from school? Yes ____ No ____

If YES, describe the circumstances (including dates and duration) _____

4. Reason(s) for requesting attendance in this school

5. Special and/or unique instructional programs in which the applicant student is currently enrolled. (For example: vocational, foreign language, remedial, special education, gifted/talented, etc.)

(OVER)

OPEN ENROLLMENT APPLICATION – Page 2

6. Special and/or unique instructional programs in which the applicant student expects to enroll during the next school year.

7. Transportation arrangements that will be made by the parent/guardian.

8. Parent/Guardian's Name _____

Parent/Guardian's Address _____

Home Phone _____ Work Phone _____

Message Phone _____ Work Phone _____

I have read the school district policy on open enrollment, and hereby request that my son/daughter be permitted to attend _____

(Name of proposed receiving school)

Parent/Guardian's Signature _____

<p>() Approved () Disapproved Date _____</p> <p>Superintendent's Signature _____</p> <p>_____</p> <p>Within 60 days following action on the application, copies must be sent to: Parents, Building Principal and, for out-of-district applicants, the superintendent of the home district. If the application is denied, a written explanation for the denial must be attached.</p>

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NON-RESIDENT STUDENT CONTRACT

The Wendell School District Board of Trustees, in conformance with Idaho Code, adopts written policy guidelines for accepting out-of-district students.

Any student desiring to enroll in Wendell High School must agree to the following conditions by signing and returning this "contract" to the school principal.

- A. 1. The student shall not be absent from any classes unless the parents/guardians have called the school prior to the absence and requested the student be excused.
2. The student shall not exceed the allotted number of absences from any class or the student will automatically be withdrawn from school.
- B. The student shall not have more than three (3) tardies in any class.
- C. The student shall not be disruptive, argumentative, defiant, or exhibit any other behaviors, which would result in the student being sent to the office for disciplinary reasons.
- D. The student shall remain in the classroom for the entire period, and will respectfully obey the request and directions of the teachers.
- E. The student shall follow all rules, regulations, and policies of Wendell High School and the Wendell School District as outlined in the student handbook.
- F. The student shall maintain passing grades in all classes.

The student and parents/guardians, understand that any violation of the above may, at the discretion of the principal, result in the student being denied attendance at Wendell High School.

Student Signature

Parent/Guardian Signature

Date

Note: A certified copy of the student's birth certificate and immunizations must be on file in the office before the student is allowed to attend school. If the student is not living with the custodial parent, a copy of the power of attorney must be provided at the office.