

## ADMISSION OF INTERDISTRICT TRANSFER STUDENTS

The Margareta Board of Education will permit the enrollment of students who are residents of other school districts in Ohio to the Margareta Local School District. Students wishing to enroll in the Margareta Schools may do so within the scope of the policies and regulations adopted by the Margareta Board of Education as pertaining to inter-district open enrollment.

The following guidelines for the transfer of students are based upon criteria established by the schools' administration in conjunction with recommendations of the Ohio Department of Education. These guidelines are consistent with applicable sections of the Ohio Revised Code.

1. The enrollment period for inter-district transfers is between May 1 and May 31. Applications must be submitted to the Superintendent's office no later than May 31. Requests will be acted (approved or denied) upon during June with parental acceptance of transfer on or before June 30; **with the exception of kindergarten open enrollment approval, which will occur the first week of August.** If grade, building, and program capacities have not been exceeded, enrollment privileges may be extended by the Superintendent and/or designee until capacities have been met.
2. No inter-district transfer will be permitted if the enrollment of grade level being requested exceeds the following:
3.
  - A. Kindergarten to sixth – 23 per class.
  - B. 7-12 – Established on a course by course basis.
  - C. No grade should exceed 120 students and accept any open enrollment students.
  - D. Siblings of accepted open enrollment students will receive special consideration, even if the case of enrollment stipulations has been met in their grade level. These cases will be at the discretion of the administration and Superintendent.
4. No student, once accepted by the Margareta Board of Education, will be displaced should enrollment exceed the above stated limits. All approved transfers are in effect for the current school year only and may be discontinued at the discretion of the participating Board of Education in subsequent years.
5. Applications will be considered on a first-come, first served basis with an assurance that resident students will not be displaced. Siblings of accepted students will receive special consideration from administration. Applications must be made in person and will be received at the Margareta Board of Education office located at:

305 S. Washington Street  
Castalia, Ohio 44824

6. Enrollment will be denied students who have been suspended or expelled for 10 consecutive days in the current term or the one immediately preceding term.
7. The Board will deny the request for enrollment of a student who is a resident of the State of Ohio and who wishes to enroll in the District for the express purpose of attending private school to which the District provides transportation.
8. Students who are enrolled in the District on the final day of the previous school year will receive enrollment preference over the first-time student applicants. In addition and to comply with the negotiated agreement of the Margaretta Teachers Association, and OAPSE #379 and the Margaretta Board of Education, children of Margaretta employees will receive enrollment preference over the first-time applicants.
9. Any student who is a resident of the State of Ohio and who returns to his/her district of residence prior to completing one full year in the District will forfeit the right to any further application for open enrollment in the Margaretta Local School District.

Additional Regulations include:

- 1. Athletics**

Students who are accepted for inter-district open enrollment must meet the eligibility criteria of the Ohio High School Athletic Association and the Margaretta Board of Education. Students will not be permitted to participate in practices until proper eligibility is determined.

- 2. Bus Transportation**

Margaretta will assume no responsibility for the transportation of student nor will the District alter established school bus routes to accommodate inter-district enrolled students.

- 3. Graduation Credits**

The board will accept all credits toward graduation from enrolled students who are residents of the State of Ohio. Any student who expects to graduate from the Margaretta Local School District must meet all graduation requirements established in the policy by the Margaretta Board of Education.

- 4. Provisions of Information**

In compliance with ORC 3313.98, the Margaretta Board of Education will provide information regarding open enrollment policies and regulations to the Superintendent and Boards of Education of contiguous school districts and, upon request, to the parents of students who reside in school districts in the State of Ohio.

**5. Special Education Services**

Pursuant to ORC 3313.98, the Board will deny enrollment of a Special Education student who is a resident of another school district in Ohio, and who requires services which are not available in District. Students requiring Special Education service, which is not offered in the district will be obligated to attend the school building where the services specified in the student's IEP are available, and space is available to accommodate that special education student.

**6. Title I Services**

Students living in the district and receiving Title I services may not be excluded by an applicant from another district.

**7. Non-discrimination**

In compliance with ORC 3313.98, the Board will enroll students without differentiation on the basis of academic, athletic, artistic, or extracurricular activity, or proficiency in English. No person on the basis of race, color, creed, national origin, sex or disability will be excluded from participation in, be denied the benefits of, or be subjected to, discrimination under educational program.