

ADMISSION OF INTERDISTRICT TRANSFER STUDENTS

The Columbia Local Board of Education believes that students should, under certain prescribed circumstances, benefit from an interdistrict open enrollment policy. The Board permits any student from any district in Ohio to apply to be enrolled in the district schools, free of any tuition obligation, provided that all procedures as outlined in this policy are met. The specific criteria for this program shall be consistent with Ohio Revised Code 3319.98. This policy does not supercede articles established in employee negotiated agreements.

1. An applicant must follow the procedures for admission to the Columbia School District.
2. Any application for an interdistrict transfer must be submitted to the Superintendent's Office of the Columbia Local School District after May 1 and not later than May 31 for early consideration. The Local Superintendent will accept and consider applications for open enrollment after the deadline on a case-by-case basis. Applications will be acted upon by July 1. Parents/Guardians must indicate acceptance of transfer on or before August 1. One application must be submitted each year for each student who requests an interdistrict transfer. Copies of applications and approvals shall be provided to the superintendent of the district of residence.
3. Interdistrict transfer requests may be denied if the enrollment of the grade level, class level and building level being requested at Columbia Local exceeds the following:

Grade

K-6	17	per class
7-8	80	Total students per grade (based upon proficiency staff)
9-12	80	Total students per grade and individual high school class enrollment set by available section.

4. Consideration for additional staffing will be addressed if excessive enrollments beyond the recommended enrollments occur.
5. Resident students of the Columbia School District receive preference before a student is accepted for interdistrict transfer.
6. Resident students of the Columbia School District who attend school under an interdistrict transfer and are forced to return or choose to return to the Columbia School District receive preference over all nonresident students applying for open enrollment.
7. Open Enrollment students previously enrolled as a result of this policy receive preference over first-time applicants.
8. No transfer student, once accepted, will be displaced for that academic year should enrollment exceed the limits established.
9. Students with handicapping conditions may be rejected for interdistrict transfer if the services described in the student's IEP are not available in the Columbia Schools or if existing units are at 70% of their maximum enrollment as of July 1. Enrollment limits for special education units are established by Ohio standards and cannot be exceeded.
10. Columbia Local is not required to institute any special education programs to serve transfer students. If a student is evaluated for placement in a special education program, representatives of the district of residence must be invited to participate in the placement

meeting.

11. All applicable Ohio High School Athletic Association athletic eligibility guidelines concerning transfer students will be observed. Students participating in the interdistrict open enrollment program are considered transfer students. If a student transfers at any time after the 5th day of the student's 9th grade year, or after having established eligibility prior to the start of school by playing in a contest (scrimmage, preview or regular season/tournament contest), until the one year anniversary of the date of enrollment in the school to which the student transferred, the student shall be ineligible for the first 50% of the maximum allowable regular season contests in those sports in which the student participated during the 12 months immediately preceding this transfer. The student will be ineligible to participate in interscholastic athletic competition. There are exceptions to the ineligibility guidelines contained in the OHSAA guidelines.
12. Students with discipline problems may be rejected for interdistrict transfer only if they have been suspended or expelled by the sending district for ten (10) consecutive days or more in the term for which admission is sought or the term immediately preceding the term for which admission is sought.
13. Applicants must apply annually and shall be considered on a first-come, first-served basis, with an assurance that resident students will not be displaced. Enrollment levels will determine annual approval.
14. All approved transfers are in effect for one school year only and may be discontinued at the discretion of the Board of Education in subsequent years.
15. Applicants may be rejected if the racial balance of either the sending or the receiving school district would be impacted.
16. The Columbia School District will accept no responsibility for the transportation of open enrollment students to other districts or from outside the District's boundaries.
17. The Columbia School District Board of Education reserves the right to revoke the admission of any and all open enrollment students from any school districts enrolled under this policy until the Friday of the first week in September of the school year that students from other districts are enrolled in the Columbia School District if provisions 5, 6, and 7 of this policy adversely affect the rights of resident students.

Beginning in the fall of the 2001 school year, students are ineligible for athletics for one year when they transfer from one school district to another without changing residency. There are exceptions to the ineligibility guidelines contained in the Ohio High School Athletic Association guidelines.

Adopted: April 21, 1993	Revised: April 14, 2004
Revised: April 12, 1995	Revised: September 21, 2005
Revised: June 16, 1998	Revised: July 21, 2010
Revised: October 16, 2001	Revised: March 19, 2014

Legal Refs.: ORC 3313.64, 3313.65, 3313.98, 3313.981, 3313.983

Columbia Schools, Columbia Station, Ohio