

OPEN ENROLLMENT ACT TRANSFERS

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of students. The Superintendent or designee shall establish procedures for the selection of students outside the district whose school of residence has been placed on the California Department of Education's list of Open Enrollment Schools, in accordance with law, Board policy, and administrative regulation. (E.C. 48350-48361 – signed into law on January 7, 2010)

The parents/guardians of any student whose residence school is identified as an Open Enrollment school by the California Department of Education may apply to enroll their child in the Monrovia Unified School District. The Superintendent or designee shall make information regarding its schools, programs, policies and procedures available to any interested person upon request. Applications for Open Enrollment attendance shall be available at the district office in the Pupil Personnel Services Department. The application form shall permit students to request enrollment in the District and in a specific school or program, if desired.

Applications for Open Enrollment must be submitted to the district office between November 1 and December 31 of the school year proceeding the school year for which the student is to be transferred. Regardless of the date of submission, all applications under the Open Enrollment Act will be considered "received" by the district on January 1 of each school year.

No later than 60 days after the district receives all applications, the Governing Board shall notify the parent/guardian in writing whether the application has been accepted. If accepted, the student will be assigned to a school whose API is higher than the student's resident Open Enrollment school.

The District shall give priority for attendance to siblings of students already in attendance in the District, or attending the desired school. Students admitted through the Open Enrollment Act are deemed to have fulfilled District residency requirements until they graduate from high school.

Acceptance/Rejection of Transfers

The Governing Board may annually determine the number of students that can be accepted through the Open Enrollment Act based on capacity of each school and program including, but not limited to special education programs, gifted/talented programs, International Baccalaureate Programs, etc.

The Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the District receives admission requests that are in excess of the designated capacity. If the number of requests exceeds the number of transfers the Governing Board elects to accept, approval for transfer shall be determined by a random drawing held in public at a regularly scheduled meeting of the Governing Board of the School District.

Adopted: February 9, 2011