

HORTONVILLE AREA SCHOOL DISTRICT

Title: School Admissions

Date Adopted: 5/23/1994

Policy No. 5050

Date Revised: 6/13/2005

Page 1 of 1

2/28/2011

Policy Statement:

Any student seeking entrance into the Hortonville Area School District must reside within the established boundaries of the District or abide by the Open Enrollment Policy #5065.

The Hortonville Area School District does not discriminate against pupils on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap in its education programs or activities.

Rationale:

The District shall accept elementary and secondary transfer students from other school. Families who move into the District after registration are encouraged to contact the School Office as soon as possible.

Scope: District-wide

Responsibility:

These programs shall be administered by the District Administrator or Building Administrators.

Implementation:

1. The administration shall verify the age and residence of children enrolled in the District. Proof of residency is required upon registration in the District. (i.e. utility bill or driver's license.)
2. Students transferring from other schools, including private schools shall complete a request for records from previous school.
3. Students entering the District from a home-based private educational program may be required to provide any available academic information and may be required to take appropriate academic tests to assist in making a placement.
4. Parents and guardians of students admitted to the District's elementary and secondary schools shall present immunization records as required by law, if not included with student records.
5. The Building Principal shall have the authority to determine the grade level at which student shall be placed.
6. The District Administrator, or designee, shall assign the student to a school.
7. Students will be assigned to attend school according to the attendance boundary areas. Requests for exceptions will be determined by the District Administrator.

Associated Information:

Wisconsin State Statutes 115.28(8), 115.80, 118.13, 118.14, 140.05(16)
Policy #2019 School Attendance Areas
Policy #5065 Open Enrollment

Administrative Team Review 1/25/2011

Policy Committee 2/14/2011

First Reading 2/14/2011 Second Reading 2/28/2011 Board Approved 2/28/2011