



LAKEVIEW LOCAL SCHOOL DISTRICT

2023-2024 Open Enrollment Application Procedure for NEW Students

The following grade levels are **OPEN** for school year 2023-2024:
3, 9, 10, 11 and 12

The following grade levels are **CLOSED** for school year 2023-2024:

K* (Wait List), 1, 2, 4, 5, 6, 7, 8

Applications will be available at a link here and in the high school lobby between the hours of 7:30 a.m. and 3:00 p.m. on regularly scheduled workdays beginning March 1, 2023 through March 31, 2023.

A separate open enrollment application must be completed in full for each child. In addition, legible copies of the following documents must be submitted with each child's application:

- Immunization Records
- Certified Birth Certificate
- Last Report Card. If high school student, include transcripts.
- Custody Papers, complete with court stamped date and all signatures, if applicable.
- Copy of current IEP and ETR, if applicable.
- Copy of current 504 Plan, if applicable.
- Two Valid Proofs of Residency – All proof of residency documents must be current and show custodial parent/guardian's name and complete address. Driver's License does not qualify as valid proof of residency.

Document copies will not be accepted at a later date and cannot be faxed, mailed or emailed. Incomplete applications will not be considered.

Completed applications, along with separate copies of all required documents attached to each individual child's application, should be placed in an envelope and returned to the drop box in the high school lobby no later than March 31, 2023. Do not mail/fax/email completed applications. Applications submitted after March 31st will not be accepted for consideration.

Parents will be notified by US mail of the district's decision to approve or deny their child's application by the end of the first full week in May. No information on the status of an application will be given by telephone.

Upon acceptance, the following documents/procedures are required and must be submitted before admittance to Lakeview Schools:

- Social Security Card
- Verification of Student Registration in Home School District. This form will be provided to those students accepted via open enrollment.
- Parent must enroll the student through the OneView electronic registration program and comply with all enrollment procedures.

Additional information:

- Submission of an application for your child does not guarantee approval for open enrollment. Placement availability at grade levels will vary based on Lakeview resident student enrollment within each grade. Enrollment will be on a limited basis for the 2023-2024 school year.
- All approved enrollments 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. You must re-apply for open enrollment each school year.
- Students who have an outstanding financial obligation to their previous school or district will not be eligible for open enrollment approval.
- **Transportation of students accepted under open enrollment shall be the sole responsibility of their parents/guardians.** If we determine that there is an open seat on a bus, existing bus routes may be used to assist parents only if prior permission has been granted by the Lakeview Local Schools Transportation Department. This determination cannot be made until approximately mid-September. Existing bus routes will not be altered.
- Applications shall be considered on a first-come, first-served basis with an assurance that the following order for placement will be followed:
 - a) Lakeview resident students will not be displaced.
 - b) Students currently attending Lakeview Local Schools pursuant to the inter-district open enrollment policy per capacity limits.
 - c) First-time open enrollment students.
- Open to eligible students within the State of Ohio.

LAKEVIEW LOCAL SCHOOL DISTRICT
Open Enrollment Application 2023-2024 School Year
(Please print)

2023-2024

Name of Student _____ Date of Birth _____

Grade Level of Student for **2023-2024** School Year _____ Gender _____

Custodial Parent(s)/Guardian(s) _____

Address _____
Street _____ City _____ State _____ Zip Code _____

Home Telephone _____ Work Telephone _____

School District of Residence _____

Address _____

Reason applying for open enrollment _____
(Use the back if needed)

Please Answer **YES** or **NO**

A. _____ Do grandparents or relatives reside in the Lakeview Local School District?
Name and Relation _____
Address _____

B. _____ Is your child enrolled in Special Education Classes? If yes, Include copy of IEP.

C. _____ Has your child been expelled or suspended for more than 10 days during the
2022/2023 school year?

I understand that I must submit copies of the following information by 3:00 p.m. on Friday, March 31, 2023 with this application in order for it to be complete and acceptable. I also understand that if my child is accepted, additional documentation will be required and that I must reapply on an annual basis.

COPIES OF ORIGINAL DOCUMENTS WILL NOT BE MADE AT SCHOOL OFFICES.
ALL INFORMATION MUST BE COMPLETE.

- Immunization Records
- Birth Certificate
- Last Report Card. If high school student, include transcripts.
- Custody Papers (if applicable) complete with court stamped date and all signatures
- Two Proofs of Residency – All proof of residency documents must be current and show custodial parent/guardian's name and complete address. (Driver's License does not qualify as proof of residency.)
- One Proof of Lakeview Relative's Residency (if applicable to "A" above)

I have read the procedures for open enrollment and I understand that the falsification of any of the above information will void the open enrollment application.

Signature of Parent/Guardian

_____/_____
Received by Date

Approved _____ Denied _____

By _____