

## Brooklyn City Schools Open Enrollment - Frequently Asked Questions (FAQ)

**Q: Who is eligible to apply for interdistrict open enrollment in the Brooklyn City Schools?**

**A: Any student from any school district in the State of Ohio may apply for enrollment in the Brooklyn City Schools free of tuition obligation, provided they meet the requirements outlined in Board Policy 5113 and the administrative guidelines.**

**Q: What are the application windows for interdistrict open enrollment?**

**A: New Applicants: Applications must be submitted between March 1 and April 15 each year. If space remains available, the application window may reopen from April 16 through May 15 for specific grade levels, as determined by the Superintendent.**

**A: Returning Students: Applications must be submitted between February 1 and March 1 each year.**

**Q: Is reapplying required for returning open enrolled students?**

**A: Yes, all approved applications are valid for one school year only. Returning students must reapply annually, but additional registration documents are not required unless specifically requested.**

**Q: How are grade-level assignments determined?**

**A: Grade-level assignments for accepted students are determined by the Brooklyn City Schools administration.**

**Q: How is program or grade-level capacity determined?**

**A: Program capacity is determined by the Superintendent no later than May 15 for the following school year, based on the optimum size for each program, classroom, or grade-level without increasing District expenditures.**

**Q: What factors or priorities influence the acceptance of open enrollment applications?**

**A: Applications are reviewed based on grade-to-grade and program enrollment capacity. In cases where applications exceed available space, the following priority order is used:**

- 1. Parent/Grandparent is a full-time employee of Brooklyn City Schools.**
- 2. Current Open Enrolled Student.**
- 3. Sibling of a Current Open Enrolled Student.**
- 4. Former resident of Brooklyn City Schools.**
- 5. Parent/Guardian(s) are alumni of Brooklyn City Schools.**
- 6. First come, first served.**

**Q: Are there any reasons an application may be rejected?**

**A: Yes, applications may be rejected if:**

- The student has been suspended or expelled for ten (10) consecutive days or more during the semester of application or the preceding semester.**
- The student has an I.E.P. that requires services not currently offered by the District.**

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- The application negatively impacts the racial balance of the District's program, classroom, or school.
- Transportation responsibilities are not met by the applicant's family or district of residence.
- Student enrollment capacity has been reached in a specific grade level or program.
- Falsification of information is found in the application or supporting documents.

**Q: When will determination notices be sent?**

**A: Determination notices for applications submitted by May 15 will be mailed by June 15. Notices for late applicants will be sent as soon as practicable. Do not withdraw from your current school district until you receive an official determination letter from the Superintendent.**

**Q: What happens if my student's application is accepted for open enrollment?**

**A: Do not withdraw from your current school district until you receive an official determination letter from the Superintendent. If accepted as an open enrollment student, you will receive specific instructions to officially register your student with the District.**

### **Transportation and Enrollment**

**Q: Who is responsible for transportation for open enrolled students?**

**A: Transportation must be provided by the student's family. Open enrolled students must accept primary responsibility for transportation to their assigned school.**

**Q: What happens if a resident student moves out of the district during the school year?**

**A: Families must notify the school secretary within ten (10) calendar days. An open enrollment application must be submitted within thirty (30) days of the move for the student to continue attending Brooklyn City Schools. Students that reside in the City of Brooklyn and move outside of the city limits, will automatically be re-classified as an open enrolled student. That student must then apply for open enrollment for the following school year.**

**Q: Can an open enrollment acceptance be revoked?**

**A: Yes, acceptance can be revoked in reverse order of acceptance (last in-first out) if resident student enrollment exceeds capacity. However, students already enrolled in the program may complete the school year.**

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**For further details or assistance, please contact the Brooklyn City Schools Superintendent, Dr. Theodore Caleris at [askdrcaleris@bcshurricanes.org](mailto:askdrcaleris@bcshurricanes.org).**