OLEAN CITY SCHOOL DISTRICT

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THIS APPLICATION IS FOR REQUESTS TO ATTEND A BUILDING OUTSIDE THE DESIGNATED NEIGHBORHOOD SCHOOL (WW AND EV K-3 STUDENTS ONLY)

DATE: _____

TO: **Dr. Genelle Morris, Superintendent of Schools**

FROM: **Parent(s)/guardian of a Non-Neighborhood Student**

Name of Parent(s)/Guardian: _____

Name of Student: _____

Pursuant to District policy and related procedures to be followed in requesting to attend a school outside his/her designated neighborhood school building, we hereby request approval of this application. We fully understand and agree with the following requirements of the District relating to such requests:

1) The decision to accept an outside the neighborhood school building student is contingent having sufficient room within a classroom or school building to accommodate the student, and if the enrollment of the student is in the best interest of the Olean City School District. Once a decision to accept a student has been made, it may be reversed at any time thereafter if student enrollment levels become such that the Superintendent of Schools feels such a reversal is necessary. If a reversal is required, it could occur just before or after school begins in September when actual elementary enrollments are finalized, or anytime during the school year that enrollment levels within a classroom or school building require such a decision be made. The parent must freely and willingly agree to make all necessary transfer arrangements within ten (10) school days of the receipt of notification of the decision by the Superintendent of Schools.

2) Per the district's policy, ***"The district will not provide bus services for non-neighborhood students."*** Transportation of non-neighborhood students to/from school and school-related activities is the parent(s)/guardian(s) responsibility.

3) Once a request is granted it is good for one school year. Each and every year thereafter, an additional request must be made.. Each time the request must fully comply with all requirements. No students who were granted permission previously will be "grandfathered". Failure to request permission for follow up approval by July 15h, for the following school year, will result in the student being denied approval as a non-resident student.

4) Does student receive Title Reading services? ☐ Yes ☐ No ☐ Unsure

(Continued on Page 2)

AGREEMENT

I/We, the parent (s)/guardian of _____

(Name of Student)

have read and understand the contents of this memorandum on the status of non-neighborhood school students as well as the "Procedures for Accepting Non-Neighborhood School Students" wishing to attend school in the Olean City School District. Further, we fully agree with all of the requirements as stated, and we also fully agree as a condition of enrollment and continuing enrollment to abide by all of these requirements.

SIGNATURES

Parent/Guardian:_____ Date:_____

Parent/Guardian:_____ Date:_____

Home Address of Student: _____

_____

Home Telephone Number:_____ Grade Level:_____

Why are you requesting your child be allowed to attend a school outside his/her neighborhood school building?

_____

_____

_____

_____

_____

Name of school building the student would otherwise be attending if this request were NOT approved:

_____

Name of school building being requested for attendance: _____

Effective date of enrollment in the building being requested:_____

* * * * * *

Date Request Received By District:_____

Request Approval/Denial By:_____