

Germantown Municipal School District

Monitoring: Review: Annually, in August	Descriptor Term: <h2 style="text-align: center;">Inter-District Open Enrollment</h2>	Descriptor Code: 6.2061	Issued Date: 12/05/16
		Rescinds: 6.2061	Issued: 01/26/15

1 The Germantown Municipal School Board understands the demand for a quality education and
 2 continuity of educational services. In an effort to allow open enrollment for current non-resident
 3 students and prospective students who live outside the Germantown Municipality, the Superintendent
 4 will set open enrollment guidelines based on the following priorities:

- 5 1. Germantown Municipal School District Employee’s children
- 6 2. Academy Students-
 - 7 a. **Honors Academy**- Those who have been accepted into the program as new students.
 - 8 b. **Leadership Academy Students**- Those who have been accepted into the program as
 - 9 new students.
 - 10 c. **Fine Arts Academy**- Those who have been accepted into the program as new students.
- 11 3. Currently enrolled student in a GMSD school regardless of zone. Priority will be given based
- 12 on the number of years the students have attended Germantown schools. Not necessary if the
- 13 transfers are through exit year.
- 14 4. Sibling of Current GMSD student
- 15 5. City Employee of Germantown who has a school aged child(ren) and prefers that they attend a
- 16 GMSD school.
- 17 6. Non-resident children of Shelby County.
- 18 7. Children of instate, out of county residents.
- 19 8. Children of out of state residents.
- 20
- 21 • Transfers in priorities # 2-8 will be granted so as not to exceed the maximum allowable
- 22 enrollment set by the School Board.
- 23 • The school system shall have the right to reject the application of any student who fails to
- 24 demonstrate a satisfactory academic and attendance record and who does not exhibit good
- 25 citizenship qualities. Students expelled or suspended from other schools shall not be accepted
- 26 without prior written approval by the Director of Schools.
- 27 • Intra-district transfers will be given first priority before inter-district transfers
- 28 ○ #2-8 will be granted.
- 29 • Applications will be made available for interested parties during the second semester of each
- 30 school year. Dates may vary yearly at a time set by the District Administration. There will be
- 31 at least a 30-day period between the announcement of Open Enrollment and the closing of the
- 32 Open Enrollment application period. Applications will be made available on-line and will be
- 33 available at the District Office. Online computer support will also be available at the District
- 34 office.

- 1 • All applications need to be submitted on or before the designated conclusion of Open
2 Enrollment as evident by a postmark if the application is mailed.
- 3 • Applications received on, or before the deadline, will be processed based on the priorities listed
4 above. If, in a certain priority level, there are more applicants than seats available, the seats will
5 be awarded through a lottery format. Applications received after the deadline will be placed on
6 a wait list until the start of the school year.
- 7 • Students granted transfers through the open enrollment process have the opportunity to stay at
8 this school until their exit year. The Parent or guardian will be notified by June 6th each year of
9 their continued transfer status.
- 10 • Tuition and fees will be charged to any student that resides outside of Shelby County. The
11 Chief Financial Officer will calculate the maximum allowed by law in accordance with T.C.A.
12 49-6-3003.
- 13 • Shelby County Students who are out of district may have tuition fees associated with their
14 enrollment as defined by the Germantown Municipal School Board. Tuition fees established by
15 the Board shall remain in effect until changed
- 16 • Transportation is not provided for any student that is granted an open enrollment transfer.
- 17 • Students who are participating in Open Enrollment (Inter-District Transfers) must maintain
18 acceptable behavior, attendance and academic standing. If behavior, attendance or academic
19 standing is not acceptable, the principal reserves the right to rescind the transfer at the end of
20 the school year and the student will return to his/her school of zoning for the following year.
21 The Superintendent, or his designee, has the authority to rescind or modify a transfer for
22 reasons other than those listed above.
- 23 • Such alternatives to the above qualifications as the Superintendent may find appropriate or
24 acceptable.

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26 Contingencies that affect inter-district transfers include, but are not limited to, the following:

- 27 • Transfers are limited based on optimal learning capacity of the school
- 28 • The restrictions on a number of students in a program due to circumstances unique to that
29 specific program, or financial or operating conditions of the District.

30 The Superintendent, or his designee, will set procedures that support this policy.