Schools of Choice Guidelines and Procedures
2019-2020

Romeo Community Schools is accepting unlimited number of applications for grades K-11 for all buildings, where space is available.

Grades K-11 – Unlimited	**Application Period**
Intra-District school transfers **available at Middle School level only	April 22, 2019 to September 6, 2019
Non-Resident Children of Employees	April 22, 2019 to September 6, 2019
105 Macomb County	April 22, 2019 to September 6, 2019
105C Contiguous Counties	April 22, 2019 to September 6, 2019

***There is currently a moratorium, as voted on by the Board of Education, on intra-district transfers at the elementary level. Students attend the elementary building associated with their home address.*

Application forms will be available online at www.romeok12.org/enrollment beginning Monday, April 22, 2019. Completed applications will be accepted at the administration building, by fax or by email and will be reviewed on a first come basis. A separate application is needed for each student. Applications will be accepted until Friday, September 6, 2019 by 4:00pm.

All Out of District and Non-Resident Children of Employee applicants must attach their discipline record for the previous 2 years as well as most recent report card/transcript. Incomplete forms will be returned and may delay acceptance until all information is provided.

Intra-District transfers are available between the middle schools only. Intra-district applicants need never re-apply unless student moves out of the district. If you move within district, you must complete a change of address form and possibly re-apply.

Out of District (105 and 105C) applicants need never re-apply unless student leaves the district. Non-Resident Children of Employees, once accepted, need never re-apply unless employee is no longer employed in the district. If you move, please contact the Enrollment Center to change your address.

You will be notified via email, phone or regular mail no later than August 16, 2019 if accepted for the 2019-2020 school year. Notification of approval for all incoming Schools of Choice students may be deferred until resident student enrollments are complete.

For questions, feel free to contact the Enrollment Center via email at kimberly.ozella@romeok12.org or by phone at 586-281-1404.

ROMEO COMMUNITY SCHOOLS
316 N Main, Romeo Michigan 48065
(586) 752-0200 Fax: (586) 752-0227

Date Received

NON-RESIDENT CHILDREN OF RCS EMPLOYEES SCHOOLS OF CHOICE APPLICATION

A separate application is needed for each student. All information requested **MUST** be filled out. Return completed application(s) to either: **Enrollment Center, Romeo Community Schools, 316 N Main, Romeo, Michigan 48065; email to kimberly.ozella@romeok12.org, or fax to 586-752-0227.**

Student Name: _____ Date of Birth: _____ Current Grade: _____

Address: _____ Grade entering in Fall: _____

Phone: _____ Email (include for notification): _____

Home Residence School District: _____ Home Residence School: _____

Employee Building and Job Title: _____

SCHOOL YOU ARE REQUESTING:

1st Choice: _____ 2nd Choice: _____

Has your child been suspended/expelled within the last two years? ☐Yes ☐ No
****must attach previous 2 years of discipline and report card/transcript**

Does your child receive Special Education Services? ☐Yes ☐ No
****must attach IEP and/or 504 plan**

- In accordance with the rules of the Michigan High School Athletic Association, ANY sport a student plays now in 2018-2019 determines eligibility in 2019-2020 should the student transfer and not meet one of the 15 stated Exceptions.

By signing below, I acknowledge and accept the policies and regulations regarding the Romeo Community School District, Schools of Choice program. I certify that the above information is accurate and complete to the best of my knowledge. I understand that failure to reply truthfully may result in the loss of my child's eligibility for acceptance and removal from the Romeo Community Schools' Schools of Choice program. Also, I understand that if transportation cannot be provided by Romeo Community Schools, I am responsible to transporting my child to and from school.

_____ _____ _____
Parent/Guardian Name (please print) Parent/Guardian Signature Date

FOR OFFICE USE ONLY
Upon review of this application, and with consideration to the policies and procedures of the Schools of Choice program in Macomb County, this application is:

☐ Approved ☐ Disapproved

_____ _____
Signature of Superintendent Date

Reason not approved: _____

Notification date/method: _____Sent to school: _____

Notes: _____

District policy requires nondiscrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, English proficiency, disability, height, weight in its programs, services, activities, employment or admission policies.
12/10/2018