

Processing Regular Open Enrollment Applications

Part 4 Nonresident Denials Regular Education Space



Part 4 of Processing Regular Open Enrollment Applications discusses the process for approving and denying applications due to regular education space.

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Process for Regular Education First

- A pupil who receives special education services must be included in any random selection for regular education space for the pupil's grade.
 - Also eligible for guarantees and/or preferences.
- This should be done before consideration of special education space availability, whether or not the district has the special education or related services, or a referral for an evaluation.



A pupil who receives special education services must be included in any random selection for regular education space for the pupil's grade. The pupil is also eligible for guarantees and/or preferences.

This should be done before consideration of special education space availability, whether or not the district has the special education or related services, or a referral for an evaluation.

Process for Regular Education First

- Recommend processing regular education space before expulsion or truancy.
 - Deny for all relevant reasons.

We also recommend that the district process applications for regular education space first before expulsion or habitual truancy so that you may deny the application for all relevant reasons.

Guarantees

- Currently-Attending Applicants (CAAs)
 - Guaranteed? If yes, all CAAs are approved.
- Siblings of Currently-Attending Pupils (Siblings)
 - Guaranteed? If yes, all siblings are approved.
- Board can guarantee approval to CAA or siblings or both.



If currently-attending applicants, or CAAs, are guaranteed approval, the district must guarantee approval to all CAAs, including pupils with disabilities.

If siblings of currently-attending pupils are guaranteed approval, the district must guarantee approval to all siblings of currently-attending pupils. However, unlike CAAs, these pupils would take up new seats because they are not currently occupying seats.

The nonresident school board can decide to guarantee approval to CAAs or siblings of currently-attending pupils or both.

For more information regarding guarantees, please see our Preferences and Guarantees presentation on our training page at <http://oe.dpi.wi.gov/training>.

Preferences

- If either CAAs or siblings are not guaranteed, they are entitled to preference.
- If neither are guaranteed, they receive the same preference.
- If there are more preference pupils than spaces, select randomly from among only preference pupils.
 - If both CAAs and siblings receive preference, they are in the same random selection.



If either CAAs or siblings of currently-attending pupils are not guaranteed approval, they are entitled to preference. If neither of them are guaranteed approval, they must receive the same preference to available spaces.

If there are more preference pupils than available spaces, the district must conduct a random selection from among the preference pupils only.

If both CAAs and siblings of currently-attending pupils receive preference, they must be in the same random selection. In this case, it is possible that a sibling will be approved while a CAA will be denied.

For more information regarding preferences, please see our Preferences and Guarantees presentation on our training page at <http://oe.dpi.wi.gov/training>.

Random Selection

- If spaces remain after guarantees and preferences, they are filled by random selection from non-CAA, non-sibling applicants
- No DPI prescribed method...
 - However, if random selection is held by grade, must first randomize grades.



If spaces still remain after guarantees and preferences, they must be filled by random selection from non-currently attending (non-CAA), non-sibling applicants.

There is no DPI prescribed method on how districts should conduct their random selection. However, if the board will conduct a separate random selection for each grade, they must first randomize the order in which each grade is drawn.

A separate presentation on Conducting the Random Selection will provide more specifics on this process.

Following are some examples of handling applications with various scenarios of guarantees, preferences, and spaces.

**CAAS GUARANTEED, SIBLINGS NOT
GUARANTEED, BUT GIVEN PREFERENCE**

Examples

Example 1

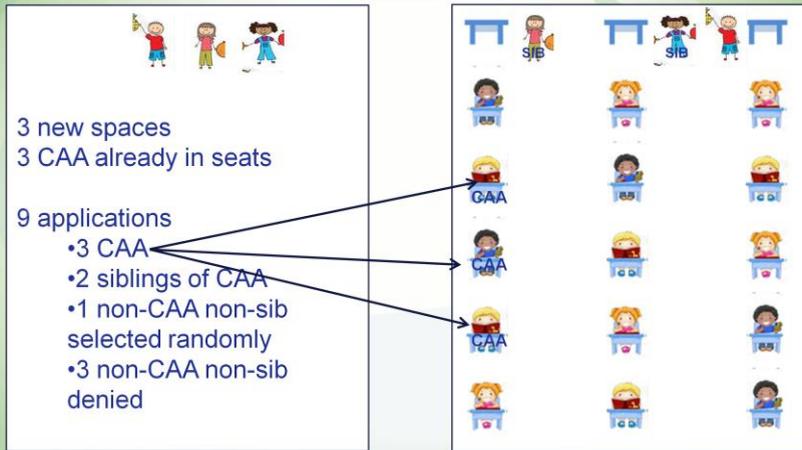
3 new spaces
3 CAA already in seats

9 applications

- 3 CAA
- 2 siblings of CAA
- 4 non-CAA non-sib

In this example, the district has determined that they have 3 new spaces available. There are 3 CAAs who are already occupying seats. There are also 2 siblings of CAAs who are not currently occupying seats. These siblings will be considered for the available spaces because they are entitled to preference.

Example 1a



The 3 CAAs will be approved under a guarantee and this will not affect the number of new spaces available as they are already occupying spaces. The 2 sibling applicants will receive preference and will be approved, leaving one available space. 1 non-CAA, non-sibling will be approved through random selection. 3 non-CAA, non-siblings will be denied and placed on a wait list (if the district has one).

Example 2



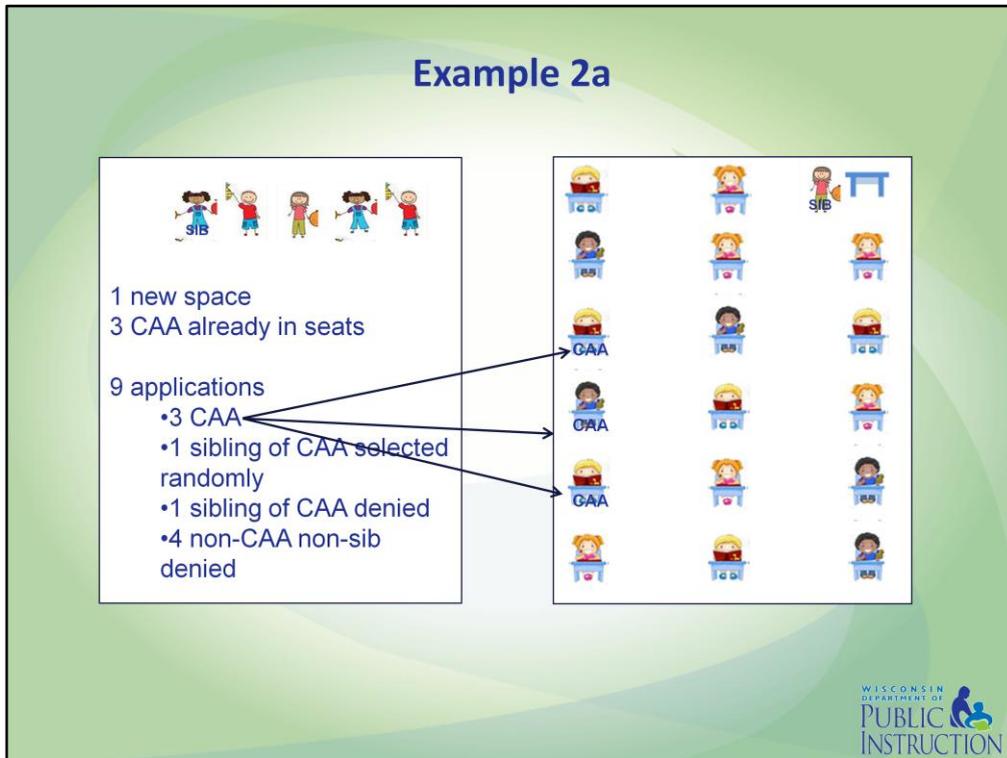
1 new space
3 CAA already in seats

9 applications
•3 CAA
•2 siblings of CAA
•4 non-CAA non-sib



In this example, the district has determined that they have 1 new space available. There are 3 CAAs who are already occupying seats. There are also 2 siblings of CAAs who are not currently occupying seats. These siblings will be considered for the available space because they are entitled to preference.

Example 2a



The 3 CAAs will be approved under a guarantee and this will not affect the number of new spaces available as they are already occupying spaces. 1 sibling applicant will receive preference and will be approved through random selection. The other sibling applicant and the 4 non-CAA, non-siblings will be denied and placed on a wait list (if the district has one).

CAAS & SIBLINGS GUARANTEED

Examples



Example 3a

3 new spaces
3 CAA already in seats

9 applications

- 3 CAA
- 2 siblings of CAA
- 1 non-CAA non-sib selected randomly
- 3 non-CAA non-sib denied



The 3 CAAs will be approved under a guarantee and this will not affect the number of new spaces available as they are already occupying spaces. The 2 sibling applicants will be approved under a guarantee and will use up 2 of the available new spaces. 1 non-CAA, non-sibling will be approved through random selection. 3 non-CAA, non-siblings will be denied and placed on a wait list (if the district has one).

Example 4



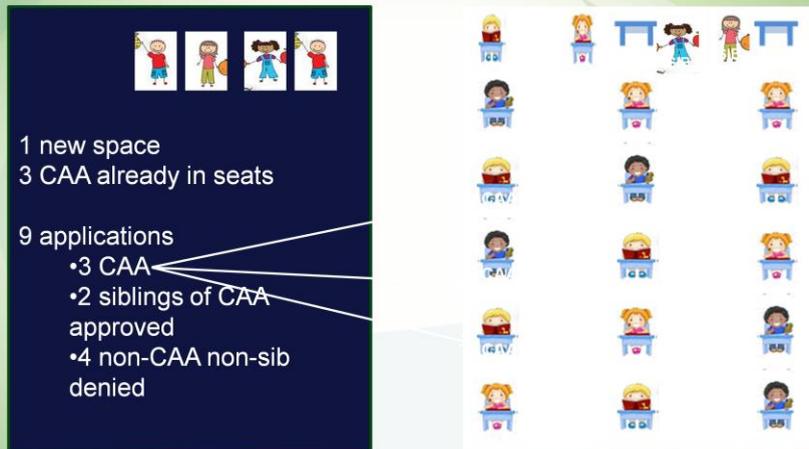
1 new space
3 CAA already in seats

9 applications
• 3 CAA
• 2 siblings of CAA
• 4 non-CAA non-sib



In this example, the district has determined that they have 1 new space available. There are 3 CAAs who are already occupying seats. There are also 2 siblings of CAAs who are not occupying spaces. They will first be considered for the available spaces but, because they are guaranteed, may continue to be approved even if no spaces are designated or all the spaces are gone.

Example 4a



The 3 CAAs will be approved under a guarantee and this will not affect the number of new spaces available as they are already occupying spaces. The 2 sibling applicants will be approved under a guarantee and will use up the 1 available new space. The 4 non-CAA, non-siblings will be denied and placed on a wait list (if the district has one).

NO GUARANTEES, BUT PREFERENCE

Examples



Example 5

6 total spaces, including those previously occupied by 3 CAA

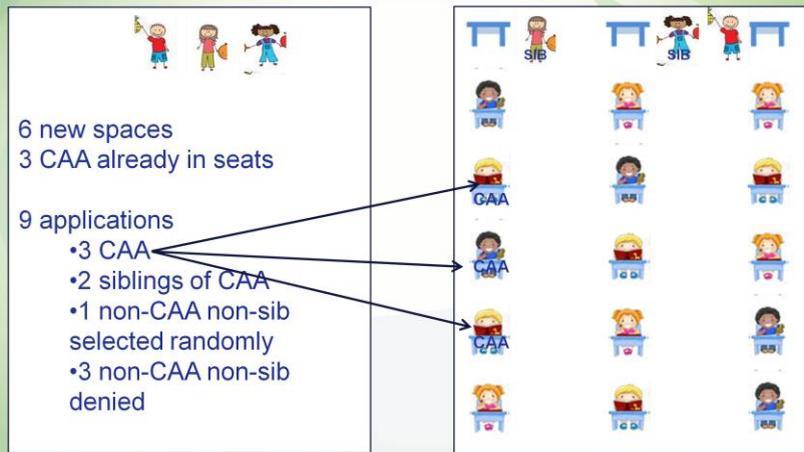
9 applications

- 3 CAA
- 2 siblings of CAA
- 4 non-CAA non-sib



In this example, the district has determined that they have 6 total new spaces. There are 3 CAAs who were occupying seats. There are also 2 siblings of CAAs who are not occupying seats. However, since there are no guarantees, these 5 pupils will be considered together for any available spaces because they must be given equal preference.

Example 5a



The 3 CAAs and the 2 sibling applicants will be approved under preference and will use up 5 of the available new spaces. 1 non-CAA, non-sibling will be approved through random selection. 3 non-CAA, non-siblings will be denied and placed on a wait list (if the district has one).

Example 6



3 total spaces, including those previously occupied by 4 CAA

9 applications

- 4 CAA
- 2 siblings of CAA
- 4 non-CAA non-sib



Even though there are 18 desks in the room, the board has established a class size of criterion of 15. Thus, even though 4 applicants were occupying seats in the classroom, there are only 3 spaces available.

Example 6a

3 total spaces, including those previously occupied by 4 CAA

9 applications

- 3 CAA selected randomly
- 1 CAA denied
- 2 siblings of CAA denied
- 4 non-CAA non-sib denied

Because neither CAAs nor siblings are guaranteed approval, they must receive the same preference to available spaces and must be placed in the same random selection.

With only 3 spaces available, the board must select three applicants randomly between the CAAs and siblings. All remaining applicants, including CAAs and siblings, will be denied and placed on a wait list (if the district has one).