

# ***Essexville-Hampton Public Schools***

## **IMPORTANT FACTS ABOUT THE SCHOOLS OF CHOICE PROGRAM 2015-2016**

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### **OUR DISTRICT MISSION**

In partnership with students, parents, staff and community, our Essexville-Hampton District Mission is to create a collaborative environment that encourages every learner to reach his or her unique potential. We strive for academic excellence and promote student development through the arts, athletics and various co-curricular activities to foster a culture of discovery and achievement.

## Important Schools of Choice Dates – Second Semester

### 2015-2016

- December 1, 2015 - Number of openings and all application material available on-line at [www.e-hps.net](http://www.e-hps.net).
- January 12-26, 2016 Applications available and accepted at the Essexville-Hampton Public Schools Administration Office, 303 Pine Street, Essexville, MI 48732.
- January 26, 2016 - All applications due to the Essexville-Hampton Public Schools Administration Office by 3:00 p.m.**
- January 27, 2016 - Determine which applicants will be allowed to enroll; Notification letters sent to parents.
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## SCHOOLS OF CHOICE



The Essexville-Hampton school district has developed the policies and procedures that will allow students to attend our schools regardless of where they live within a contiguous intermediate school district. The overall goal of the program is to ensure that all students continue to receive a high quality education that meets their individual needs.

The Schools of Choice concept is part of a national and statewide focus on education reform and it represents an exciting opportunity.

Whether students decide to attend their home school or go to another school district, the program gives parents and students a greater role in shaping education by choosing the school they think will best serve their educational needs.

### How To Make the Best Choice

The Essexville-Hampton school district provides a quality education. Our school district has always placed a priority on low class sizes, and more than 80% of all of our graduates go on to either a four- or two-year college or university.

Making the best choice demands learning about the school district you are considering. There are a number of ways you can learn more about a school, for example:

- ✚ Talk with students who attend the school, and with their parents.
- ✚ Call and schedule an appointment to visit the school and meet with the principal and other staff members.
- ✚ Ask for a copy of the student handbook to learn more about the educational opportunities that are available.
- ✚ Visit our website ([www.e-hps.net](http://www.e-hps.net)) to review the district's Annual Report.
- ✚ Review the policies of the district you are considering, including graduation requirements, schedules, course offerings and extracurricular opportunities.
- ✚ Talk with the superintendent and members of the board of education.

The Schools of Choice program includes policies that will help ensure that all students get a fair and quality education.

The following are some important facts you should know regarding our Schools of Choice program:

- ✚ Parents are responsible for transportation of their child to and from school.
- ✚ An application form must be completed for each student within a family.
- ✚ Schools of Choice participants in the 6th, 7th, 8th and 9th grades may participate in athletics in accordance with Michigan High School Athletic Association guidelines (see Athletic Policy, page 4).
- ✚ High school age students in the 10th -12th grades who enter the Schools of Choice program are **not** eligible to participate in interscholastic athletics for one full semester (see Athletic Policy, page 4).

## **How to Make the Best Choice** (continued)

- ✚ A student must make a one year commitment to attend the choice school upon entering the Schools of Choice program.
- ✚ Participants are required to meet the choice district's graduation requirements.
- ✚ The number of students allowed to participate is determined by space availability and future growth potential. This number is determined by the Essexville-Hampton Public Schools.
- ✚ Students are required to follow all policies and procedures of the choice school/district.
- ✚ The choice district reserves the right to refuse enrollment to a student who has demonstrated disciplinary behavior problems in his/her home district.

## **THE APPLICATION PROCESS**

### **Turning Opportunity Into A Reality**

To enroll your child in the Schools of Choice program, you must fill out an application and submit it to the Essexville-Hampton Public Schools following the deadlines set forth. Applications are available from the school district's administration office as well as on-line at [www.e-hps.net](http://www.e-hps.net).

All students requesting a transfer into a district will be treated equally. Neither academic standing nor athletic ability will be considered in transfer decisions. If there are more applicants than available space, the selection will be made by a lottery process conducted by the school district.

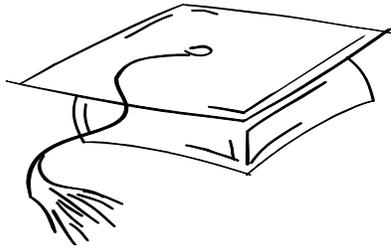
The application process for the Schools of Choice program has been designed to guarantee all applicants a fair and equitable opportunity. Parents should be aware of the application timelines, length of transfers, sibling transfers, and graduation requirements. Listed below are the guidelines regarding the application process.

1. Students will be accepted under the Schools of Choice program during specified timelines for the first and second semesters of each school year, subject to space availability.
2. The number of transfers allowed under Schools of Choice is determined by the space available at each building. The number of students placed shall not exceed what the district has determined to be its maximum.
3. All participants in the Essexville-Hampton Schools of Choice program are required to attend their school of choice for the entire school year. Requests for student transfers during the school year back to the student's home district will be reviewed on an individual basis.
4. The district may refuse to enroll a non-resident applicant if the applicant is or has been, within the preceding two years, suspended from another school, if the applicant has ever been expelled from another school, or if the application was falsified in any way or is incomplete as determined by the Essexville-Hampton Public Schools.
5. A student approved under the choice plan is allowed to remain in the choice district until his/her class graduates. The student does not need to reapply for admission once approved for transfer under the Schools of Choice program. Should overcrowding or redistricting occur, the Schools of Choice participant will be guaranteed a spot within the choice district.
6. Students participating in the Schools of Choice program who wish to return to their home school for the following year must notify their home school district of their intent to return by May 1.

7. Applications for the Schools of Choice program will be available from the participating school district. Applicants will be notified in writing whether they have been accepted into the program. Parents will have an opportunity to accept or reject acceptance into the program.
8. Parents and students desiring to participate in the Schools of Choice program are encouraged to meet with a building administrator to discuss school rules, curriculum, parent involvement, graduation requirements, and other school-related issues.
9. Requests for specific teachers will not be allowed.
10. An application form must be completed for each student wishing to participate in the Schools of Choice program. The Essexville-Hampton Public Schools will make every effort to prioritize families with siblings but there are no guarantees, and final acceptance and placement will be based solely on space availability.
11. If there are more requests for admission to a building than available space, a lottery will be held to determine which applicants will be accepted for transfer to that school. Essexville-Hampton administrative personnel will conduct the lottery drawing.
12. If a student and his/her parents do not accept the decision regarding their application for transfer under the Schools of Choice guidelines, they have a right to appeal. An appeal must be requested within three (3) days after the completion of the assignment process in the event that it is necessary to hold a lottery drawing. The parents must explain, in writing, why they are appealing. A written decision will be provided to the appealing parents within five (5) days of the district's receipt of the appeal. The written response will be final.
13. If a student is enrolled in the district and it is determined that his/her application was falsified, the student may be asked to return to his/her home district.
14. Since some high school and middle school class schedules are developed prior to completion of the Schools of Choice application process, students requesting transfer to another school district should be aware that not all class requests may be granted. Prior to submitting a Schools of Choice application, it is suggested that the students and his/her parents meet with a school counselor or school administrator at the school of choice to determine class availability.
15. Envelopes containing application forms for the Schools of Choice program should be clearly marked "Schools of Choice Application" and returned to the following address:

Essexville-Hampton Public Schools  
Schools of Choice  
303 Pine Street  
Essexville, MI 48732

## GRADUATION REQUIREMENTS AND CURRICULUM ISSUES



-  Participants are required to graduate with the number of credits determined by the district they are attending at the time of graduation.
-  Before a student transfer actually takes place, it is recommended that the parents and student meet with an administrator/counselor in the new school district to review all rules, regulations, grading system and graduation requirements. Parents of high school students will be asked to sign a waiver when accepting a Schools of Choice transfer stating that they have read and agree with the “new” schools’ graduation requirements.
-  All districts will supply, at the request of parents, a current listing of graduation requirements for the high school they wish to have their child attend. To receive a copy of graduation requirements, parents should contact the high school principal of the school of choice.
-  Upon acceptance into the program, a current listing of graduation requirements will be supplied to participants who are of high school age.

## ATHLETIC POLICY

The focus of the Schools of Choice program is based on academics, not athletics. Therefore, students and parents should be aware of the following conditions for transferring.

A high school student participating in a Schools of Choice program is not eligible to participate in an interscholastic athletic contest (as defined and governed by the Michigan High School Athletic Association, MHSAA) at the choice school for one full semester unless the student qualifies under one or more of the following exceptions:

-  High school seniors whose families move from their home district prior to the start of their senior year may request a transfer back to their home school (where they attended during their junior year) without penalty of sitting out a semester of athletics.
-  In addition, student athletes transferring back to their home school under a Schools of Choice program may be ineligible to participate in an interscholastic contest for a period of time based on the requirements of their home school.
-  Schools of Choice participants who will be in the 9th grade will be allowed to participate in athletics immediately. This is in accordance with the MHSAA guidelines.



## TRANSPORTATION GUIDELINES



Transportation is a key issue in Schools of Choice. **It is the sole responsibility of parents to transport their children to and from the choice school.** The following is a list of the transportation guidelines for the Schools of Choice program.

- ✎ **Parents will be responsible for transporting students to and from school in the Schools of Choice program.**
  
- ✎ Parents may have the option to drive their child to a pre-approved bus stop in the school district of choice if space is available on the bus. Once the child is transported from school to the bus stop, it is the responsibility of the parents to provide transportation home for the child. Parents should also be aware that on those rare occasions when school closes early due to inclement weather, etc., it is also their responsibility to provide transportation home for the child.
  
- ✎ Parents will assume the responsibility for the safety of the child at the bus stop.
  
- ✎ Students participating in the Schools of Choice program who are eligible to ride a school bus are required to follow the rules, regulations, and bus discipline policy of the choice district.
  
- ✎ Schools of Choice participants will be expected to arrive at school on time every day. If tardiness before or after school becomes persistent, a participant may be asked to return to his/her home district.
  
- ✎ Participants will follow the new district's attendance and tardy policies, and will be disciplined according to those policies.

