

Book	School Board Policies
Section	400 Series: Students
Title	Non-Public School Student Participation in District Courses, Programs and Activities
Code	424
Status	Draft
Adopted	November 9, 2016

NON-PUBLIC SCHOOL STUDENT PARTICIPATION IN DISTRICT COURSES, PROGRAMS AND ACTIVITIES

Participation in Public School Courses and Programs

Non-public school students (private school and home-based private educational program students) may participate in public school courses and programs in the Frederic School District as follows:

1. A private school student may take up to two high school courses per semester provided the following conditions are met: (a) the student meets the district's high school admission requirements; (b) the student resides in the District; and (c) there is sufficient space in the classroom.
2. A home-based private educational program student, whether he/she resides in the District or not, may take up to two courses during a semester at any public school in the District provided the following conditions are met: (a) the student has met the standards for admission at that grade level as required by law and as established by the District Administrator or designee; (b) there is sufficient space in the classroom; and (c) the student is taking no more than two courses in any public school in the state during any semester.
3. A non-public school student who resides in the District may participate in District educational programs or services when specifically required by law (e.g., summer school programs and programs for students with disabilities).

Non-public school students attending any course pursuant to this policy are generally subject to the same course requirements, attendance policies, and behavior expectations as are applicable to the District's public school students. Similarly, to the extent permitted by law, non-public school students will be required to meet the same mandatory prerequisites or alternative demonstrations of competency that apply to public school students seeking to take a particular course.

Non-public school students participating in public school courses and programs under this policy shall be responsible for their own transportation to and from the public school, except as otherwise required by law.

Participation in Interscholastic Athletics and Extracurricular Activities

A home-based private educational program student who resides in the District may participate in interscholastic athletics and extracurricular activities in the District on the same basis and to the same extent that students enrolled in the District are allowed to participate. The home-based private educational program in which the student is enrolled shall provide the District with a written statement that the student meets the District's requirements for participation in interscholastic athletics or extracurricular activities based on age and academic and disciplinary records.

Legal:

Section 118.04

Section 118.13

Section 118.133

Section 118.145(4)

Section 118.53

Section 121.004(7)(e)

Section 121.004(7)(em)

Section 121.54(2)(c)

Book School Board Policies
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INDIVIDUAL COURSE APPLICATION FOR NON-PUBLIC SCHOOL STUDENTS

(This form is to be used to apply to take a course in the District under s. 118.145(4) or 118.53 of the state statutes)

1. **Date Received**
 by District: _____

Instructions to Applicant:

- a. Fill out the form completely and please print legibly.
- b. Use this form to apply to attend up to two courses.
- c. This form can be returned no earlier than 24 weeks before the date the course is scheduled to start.
- d. This form can be returned no later than three weeks before the date the course is scheduled to start.
- e. Return this form to the office of the Principal at the school.

The District may require the applicant to provide additional information to process this application or, if the application is approved, to register the student for class attendance purposes. If you have questions about filling out this form or about the opportunities available for non-public school students to take courses in the District, please contact the building Principal or School Counselor.

2. **Student Information:**

First Name	Middle Name	Last Name	Date of Birth (mm/dd/yyyy)	Grade in School (when taking the course(s))
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Address where the student resides:

Street Address	City	State	Zip Code
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3. **Student's Non-Public School Status: Check the Applicable Box**

- District resident attending private school at _____ Nonresident student attending a home-based (student must meet the District's high school admission standards) private educational program
- District resident attending home-based private educational program District resident attending a tribal school

4. **Identify the Course(s) that the Student Wishes to Attend:**

Name of Course	Which school would the student prefer to attend?	Grade Level of the Course	Course Number (if known)	Scheduled Start Date of the Course
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1. _____

2. _____

5. Check any that Apply:

- The student attended a public school within the last four years.

School Name/City/State: _____

- The student has been expelled from a public school and the term of the expulsion includes the time period during which the student would attend any of the courses listed above.

School Name/City/State: _____

- The student is currently subject to a pending disciplinary matter in a public school that may result in his/her expulsion from the school.

School Name/City/State: _____

6. Parent/Guardian CONSENT FOR RELEASE OF RECORDS and Signature:

I, the parent or guardian of the student identified on this application, understand that the District will need to review the student's educational records in order to process this application, determine his/her eligibility to attend the above-listed course(s), and to provide appropriate instruction. Accordingly, I grant my permission for any school identified in section 3 or 5 of this application, at any time within 6 months of the date of this application, to provide to the District a copy of the student's records, including his/her academic, progress, and behavioral records as defined under section 118.125 of the Wisconsin Statutes.

Parent/Guardian Signature

Print Name

Date

Daytime Telephone

Book	Administrative Rules
Section	400 Series: Students
Title	Non-Public School Student Participation in District Courses, Programs and Activities
Code	424 - Rule
Status	Draft

NON-PUBLIC SCHOOL STUDENT PARTICIPATION IN DISTRICT COURSES, PROGRAMS AND ACTIVITIES

A. Definitions

For purposes of these procedures implementing the opportunities available to non-public school students to take District courses under state law and Board policy, the following definitions apply:

1. **District** means the Frederic School District.
2. **Home-Schooled Student** means a student, whether or not a resident of the District, who is a resident of Wisconsin and who is enrolled in a home-based private educational program, regardless of grade level or the student's grade-level equivalent.
3. **Private School Student** means a student who (a) is a resident of the District; (b) meets the requirements for admission to high school in the District; and (c) is enrolled in and regularly attends a school that has been approved as a private school by the state superintendent, whether the private school is located within or outside the boundaries of the District.

B. Application Procedures

1. The parent or guardian of a private school student or a home-schooled student who believes that the student is eligible to apply to take up to two individual courses in the District at any one time shall submit, on a form provided by the District, a written application to the office of the Principal at the school.
2. The parent or guardian shall submit the completed application form:
 - a. no earlier than 24 weeks before the date the course is scheduled to start; and
 - b. no later than three weeks before the date the course is scheduled to start.

Any applications submitted before the earliest date for submitting such applications will be returned to the parent or guardian with notice to resubmit the application during the appropriate time period. Applications submitted less than three weeks before the date the course is scheduled to start will be processed in the order received and only after all timely applications have been processed. Any application submitted after the course begins will be denied as untimely unless the student's parent or guardian, or adult student, shows that the student first became eligible to submit the course application after the date the course began. Where applicable, the time at which a student begins attending a class may affect his/her eligibility to obtain high school credit for a course.

3. The Principal will be responsible for ensuring the proper processing of course applications under these procedures and for coordinating such processing with other course registrations/applications (including those received under, for example, the part-time public school open enrollment program).
4. Upon receipt of a completed application under these procedures, the District will note the date of receipt and request relevant records from the school(s) attended by the student.
5. All applications shall be reviewed and acted upon using the statutory and District-established criteria that serve to determine a student's eligibility for the course(s) identified in the student's application.
 - a. For a private school student, the criteria will include confirming the following:

1. A private school student will not be permitted to take a course in the District during the term of his/her expulsion from the District or from another school to the same extent that the District would deny the student's request to enroll and take courses as

a full-time resident student during the term of his/her expulsion; and

2. Other conduct-related criteria that the District would apply to determine the course eligibility of a full-time resident student shall also be applied to applicants under these procedures.

b. For a home-schooled student, the criteria will include confirming the following:

1. The student meets the definition of a home-schooled student found within these procedures;
2. The student is age-eligible to attend school in the District, or, if applicable, meets the District's established requirements for early admission to kindergarten or first grade; and
3. The student meets the requirements for admission to high school in the District or, if the student does not meet the high school admission requirements, the student qualifies for admission to the course.
4. A home-schooled student will not be permitted to take a course in the District during the term of his/her expulsion from the District or from another school to the same extent that the District would deny the student's request to enroll and take courses as a full-time resident student during the term of his/her expulsion. Other conduct-related criteria that the District would apply to determine the course eligibility of a full-time resident student shall also be applied to applicants under these procedures.

6. In evaluating a student's eligibility to take a course under these procedures, the District may ask the parent or guardian to provide relevant records or other additional information regarding the student, particularly in the case of a home-schooled student for whom the parent or guardian may be the only person who has access to such information. To the extent the information and records that are available to the District are insufficient to determine whether the student meets or fails to meet established standards for admission to the course, the District, at its sole discretion, may require testing or some other relevant assessment.
7. For all students applying to attend a course under these procedures who the District determines are otherwise eligible to take the course, the District shall determine whether there is sufficient space available in the course to approve the student's application and attendance. All timely applications that have been submitted for a course under these procedures (unless already determined to be ineligible on other grounds) will be processed together when determining space availability.

As to any course for which there are more otherwise-eligible students interested in taking the course than there are spaces available, all students whose primary school enrollment and attendance is within the District's public schools (including, for example, full-time students of the District and nonresident students who are attending school in the District under full-time open enrollment) shall receive **first priority** in individual course registration up to the point at which the District provides formal notice of acceptance or denial to a part-time open enrollment applicant (which will occur no sooner than six weeks before and no later than one week before the course is scheduled to begin).

As to other individual students who are eligible to apply to take a course under these procedures or under any other applicable provision of state law (e.g., the part-time public school open enrollment law) or any other applicable Board policy, the following order of preference shall be applied when the students' timely course applications/registrations are being evaluated at the same time:

Second Priority: Provided that such students have applied to take the course no later than at least three weeks before the course starting date, students whose primary school enrollment and attendance is not within the District's public schools, but who reside in the District and are otherwise entitled to apply to take the course under state law or under any applicable Board policy;

Third Priority: Students whose primary school enrollment and attendance is not within the District's public schools and who do not reside in the District, but who are otherwise entitled to apply to take the course under state law or under any applicable Board policy.

Within the "Second Priority" and "Third Priority" groups identified above, a random process shall be applied to determine the order of acceptance into the course, except as otherwise approved by the School Board.

8. No later than one week prior to the date the course is scheduled to begin, the District shall notify the applicant's parent or guardian whether the application has been accepted or denied. If accepted, the acceptance will identify the school at which the student may attend the course. The acceptance applies only for the specific semester, school year, or other session to which the application relates. If the application is denied, the notice shall include the reason for the denial.
9. If the District notifies the applicant that his/her application has been accepted, then the applicant's parent or guardian must provide timely written notice to the District confirming the student's intent to attend the approved course(s). If confirming notice is not received by the District prior to

the date the course is scheduled to begin and the student is not in attendance at the course(s) on the first day of the course(s), the applicant will be deemed to have rejected the District's notice of acceptance and the applicant will not be permitted to attend the course(s).