



Sahuarita Unified School District No. 30

*Sahuarita High School
Sahuarita Middle School
Sahuarita Primary School
Sahuarita Intermediate School*

*Anza Trail School
Sopori Elementary School
Walden Grove High School
Copper View Elementary School*

Office of the Assistant Superintendent for Administrative Services

Estimado Padre / Tutor:

Gracias por considerar inscribir a su hijo en una escuela del Distrito Escolar Unificado De Sahuarita bajo la política de la Junta Directiva de SUSD JFB - Inscripción Abierta.

La inscripción abierta debe ser aprobada **anualmente** y está sujeta a los siguientes criterios:

- Disponibilidad de espacio,
- Progreso académico,
- Historia de la disciplina, y
- Historial de asistencia

Tenga en cuenta que el Distrito NO proporciona el transporte para los estudiantes de inscripción abierta.

Adjunto encontrará un paquete de inscripción abierta para el año escolar 2017-2018. Este paquete consiste en una solicitud de inscripción abierta, un contrato de inscripción abierta y copias de las políticas de SUSD, JFB - Inscripción Abierta y JFB-R - Regulación de Inscripción Abierta. Si usted y su hijo están interesados en ser considerados en inscripción abierta para el próximo año escolar, lea atentamente la información adjunta y complete la solicitud y el contrato. **Estos artículos deben ser devueltos a la escuela en la cual el estudiante esta solicitando la admisión, junto con copias de las calificaciones actuales de su hijo, historia de asistencia, historia de la disciplina y prueba de residencia para la revisión del director.**

Si usted solicita la consideración para la inscripción abierta, estos artículos deben ser devueltos a la escuela antes del **22 de febrero 2017**. Todos los paquetes serán revisados por orden de llegada, y las capacidades de inscripción abierta de las escuelas se llenan rápidamente. Por favor devuelva sus paquetes tan pronto como sea posible. Si la solicitud se recibe después de las **4:00 PM del 22 de febrero 2017**, tiene un mayor riesgo de ser negado debido a problemas de capacidad.

Cada paquete será considerado basado en la política de inscripción abierta adjunta. Si el paquete se recibió antes del 15 de abril, la escuela solicitada le enviará una carta a más tardar el **30 de junio de 2017** indicando el resultado de su solicitud. La carta indicará aceptación, lista de espera, o denegación de la solicitud. Si se aprueba, esa carta servirá como notificación de aprobación para su estudiante de inscripción abierta para el año escolar 2017-2018. Si su paquete se recibió después del 15 de abril, la notificación no se puede hacer a usted hasta después del comienzo del año escolar.

Gracias por su participación en el programa de inscripción abierta. Esperamos proporcionar a cada estudiante de nuestra organización con una educación de alta calidad.

Sinceramente,

Scott D. Downs
Assistant Superintendent

SDD/nh

Sahuarita Unified School District No. 30
350 W. Sahuarita Road • Sahuarita, AZ 85629 • (520) 625-3502

SOLICITUD DE INSCRIPCIÓN ABIERTA

Esta es una solicitud para el año escolar **2017-2018 (SOLAMENTE es válido por un año escolar.)** Nivel De Grado Actual: _____

El Nombre del Estudiante: _____

Masculino Femenina Fecha de Nacimiento: _____ Nivel de Grado Del Siguiete Año: _____

Nombre del Padre/Tutor Legal: _____

Dirección FÍSICA del Padre/Tutor Legal: _____ Ciudad/Código Postal: _____

Dirección de CORREO del Padre/Tutor Legal: _____ Ciudad/Código Postal: _____

Teléfono de Casa: _____ Teléfono de Trabajo: _____ Teléfono de Móvil: _____

Nombre de la escuela/distrito escolar que el estudiante asiste **actualmente**: _____

Nombre de la escuela que el estudiante asistió **anteriormente**: _____

La escuela que el estudiante **desea** asistir: **ATS** **CVES** **SOP** **SPS** **SIS** **SMS** **SHS** **WGHS**

Por favor, Marque Uno: **Educación Regular** **Educación Especial** **ESL/ELL** **Superdotado**

Es el niño nombrado anteriormente:

- ¿Expulsado o suspendido de cualquier escuela o distrito? _____
En caso afirmativo, indique las fechas: _____
- ¿Está siendo actualmente considerado para la expulsión o suspensión de una escuela o distrito? _____
- ¿En cumplimiento con las condiciones impuestas por un tribunal de menores? _____
- ¿En cumplimiento con una condición de la acción disciplinaria en **cualquier** distrito escolar o la escuela? _____

La razón para la Solicitud de Transferencia: (Si necesita más detalles, por favor adjunte una hoja separada.)

¿Tiene el niño nombrado anteriormente un hermano/a(s) que actualmente asisten o procura de asistir a una escuela del SUSD? No Si

Si marca "Si", por favor escriba los nombre(s) y que escuela(s) ellos asisten/procura de asistir: _____

Entiendo completamente que el estudiante mencionado anteriormente cumplirá con las reglas, normas y políticas de la escuela y del Distrito si se le permite inscribirse. El incumplimiento de estas normas puede conducir la revocación de la condición de inscripción abierta. También entiendo que si alguna de la información en este formulario es falsa, el estudiante puede ser retirado de la escuela. Al firmar este documento usted está afirmando su comprensión de que usted es responsable de transportar a su hijo/a a la escuela y garantizar la asistencia de el/ella de manera regular.

_____ Firma del Padre o Tutor Legal

_____ Fecha

PARA USO DE LA ESCUELA	
_____ Firma Del Principal	<input type="checkbox"/> Aprobado <input type="checkbox"/> Rechazado
_____ Comentarios:	_____ Fecha



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CONTRATO DE INSCRIPCIÓN ABIERTA

AÑO ESCOLAR: _____

Este contrato es para _____ para inscribirse en _____ como un estudiante de inscripción abierta. Él/Ella actualmente vive fuera de los límites de asistencia de esta escuela y debe asistir a _____.

Para que este estudiante permanezca matriculado en inscripción abierta en esta escuela, él / ella está de acuerdo con:

1. Cumplir con las reglas, normas y políticas de la escuela y el Distrito (incluyendo el código de vestimenta),
2. Garantizar su asistencia en forma regular,
3. Mantenga todos los grados en los niveles de paso,
4. No recibir disciplinarias escritas, y
5. Sea respetuoso con todo el personal.

Si el estudiante no cumple con estas reglas, él/ella tendrá que ser inmediatamente retirado de nuestra escuela.

Tenga en cuenta que este contrato debe ser presentado nuevamente con una nueva solicitud de inscripción abierta cada año.

Por favor recuerde que el transporte NO es proporcionado por el Distrito para los estudiantes de inscripción abierta.

Estudiante

Director de la Escuela

Padre

Fecha

**J-1050 © JFB
OPEN ENROLLMENT**

The District has an open-enrollment program as set forth in A.R.S. [15-816](#) *et seq.* The open enrollment program described in this policy shall be placed on the District website and made available to the public on request.

No tuition shall be charged for open enrollment, except as authorized by applicable provisions of A.R.S. [15-764](#), [15-797](#), [15-823](#), [15-824](#), and [15-825](#).

Definitions

Resident transfer pupil means a resident pupil who is enrolled in or seeking enrollment in a school that is within the school district - but outside the attendance area - of the pupil's residence.

Nonresident pupil means a pupil who resides in this state and who is seeking enrollment in a school district other than the school district in which the pupil resides.

Enrollment Options

District resident pupils may enroll in another school district or in another school within this District. Resident transfer pupils and nonresident pupils may enroll in schools within this District, subject to the procedures that follow.

Information and Application

The Superintendent shall prepare a written information packet concerning the District's application process, standards for acceptance or rejection, and policies, regulations, and procedures for open enrollment. The packet will be made available to everyone who requests it.

The information packet shall include the enrollment application form and shall advise applicants that they must submit enrollment applications on or before April 15 of each year to be considered for enrollment during the following school year.

Capacity

The Superintendent shall annually estimate how much excess capacity may exist to accept transfer pupils. The estimate of excess capacity shall be made for each school and grade level and shall take into consideration:

- District resident pupils in assigned school attendance areas, including those issued certificates of educational convenience and those required to be admitted by statute.
- The enrollment of eligible children of persons who are employed by the District.
- Resident transfer pupils who were enrolled in the school the previous year.
- Nonresident pupils who were enrolled in the school the previous year.

The Governing Board shall make the final determination of excess capacity and may require resident transfer pupils and/or nonresident pupils to be subject to the enrollment priorities and procedures found below. The excess-capacity estimates shall be made available to the public in March of each year.

Enrollment Priorities

If the Governing Board has determined that there is excess capacity to enroll additional pupils, such pupils shall be selected on the basis of designated priority categories from the pool of pupils:

- Who have properly completed and submitted applications; *and*
- Who meet admission standards.

Enrollment priorities and procedures for selection shall be in the order and in accordance with the following:

- Enrollment preference shall be given to resident transfer pupils who were enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.
- Enrollment preference shall be given to nonresident pupils who were enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.
- Enrollment preference shall be given to resident transfer pupils who were not enrolled in the school the previous year. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.
- Enrollment preference shall be given to nonresident pupils who were not enrolled in the school the previous year. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.

Admission Standards

A pupil who has been expelled by any school district in this state or who is not in compliance with a condition of disciplinary action imposed by any other school or school district or with a condition imposed by the juvenile court shall not be admitted. Acceptance for enrollment may be revoked upon finding the existence of any of these conditions.

A school shall not admit a pupil if the admission of the pupil would violate the provisions of a court order of desegregation or agreement by a school or district with the United States Department of Education Office for Civil Rights directed toward remediating alleged or proven racial discrimination.

Notification

The District shall notify the emancipated pupil, parent, or legal guardian in writing by June 1 whether the applicant has been accepted, placed on a waiting list pending the availability of capacity, or rejected. The District shall also notify the resident school district of an applicant's acceptance or placement on a waiting list. If the applicant is placed on a waiting list, the notification shall inform the emancipated pupil, parent, or legal guardian of the date when it will be determined whether there is capacity for additional enrollment in a school. If the pupil's application is rejected, the reason for the rejection shall be stated in the notification.

As provided by A.R.S. [15-816.07](#), the District and its employees are immune from civil liability for decisions relative to the acceptance or rejection of the enrollment of a nonresident student when the decisions are based on good faith application of this policy and the applicable statutory requirements and standards.

Transportation of Students Admitted Through Open Enrollment

A resident transfer student is eligible for District transportation on routes within the attendance boundaries of the school to which the student has been accepted for open enrollment transfer. It is the responsibility of the parents or guardians of the resident transfer student to have the student at a designated pickup point within the receiving school's transportation area.

Nonresident open enrollment students are eligible for District transportation from a designated pickup point on a bus route serving the attendance area of the school to which the student has been admitted, or as may be otherwise determined by the District.

The District *may* provide transportation for open enrollment nonresident students who meet the economic eligibility requirements established under the national school lunch and child nutrition acts for free or reduced price lunches:

- of not more than twenty (20) miles to and from:
 - the school of attendance, or
 - a pickup point on a regular District transportation route, or
 - for the total miles traveled each day to an adjacent district.

The District *shall* provide transportation for nonresident transfer students with disabilities whose individualized education program (IEP) specifies that transportation is necessary for fulfillment of the program:

- of not more than twenty (20) miles to and from:
 - the school of attendance, or
 - a pickup point on a regular District transportation route, or
 - for the total miles traveled each day to an adjacent district.

Exception

Should there be excess capacity remaining for which no applications were submitted by the date established, the Superintendent, upon approval by the Board, shall authorize additional enrollment of nonresident pupils:

- Up to the determined capacity.
- On the basis of the order of the completed applications submitted after the notification date established in this policy.

- Without regard to enrollment preference.
- As long as admission standards are met.
- Whose applications are submitted by April 15.

Adopted: date of Manual adoption

LEGAL REF.: A.R.S. [15-764](#)

[15-797](#)

[15-816](#) *et seq.*

[15-823](#)

[15-824](#)

[15-825](#)

[15-922](#)

CROSS REF.: [EEAA](#) - Walkers and Riders

[IIB](#) - Class Size

[JE](#) - Student Admissions

[JFAA](#) - Admission of Resident Students

[JFAB](#) - Admission of Nonresident Students

[JFABD](#) - Admission of Homeless Students

[JG](#) - Assignment of Students to Classes and Grade Levels

J-1061 JFB-R

REGULATION REGULATION

OPEN ENROLLMENT

Selection Process

All applicants will be accepted if there is sufficient capacity. Names of applicants that cannot be accommodated will be placed on a waiting list established for each enrollment priority group. Applications received during the school year will be placed last on the waiting list in the appropriate enrollment category. The District will determine whether the student's admission would be in conformity with its admission criteria. To ensure notification by June 1, the open enrollment form must be submitted by April 15. If an open enrollment form is submitted after April 15, parents may not be informed until after school begins.