

St. Joseph County

Schools of Choice

2012-13
(1st Semester)

Program Packet

***The following schools are participating
in the St. Joseph County Schools of Choice Program:***

Burr Oak Community Schools
Centreville Public Schools
Colon Community Schools
Constantine Public Schools
Mendon Community Schools
Nottawa Community School
Sturgis Public Schools
Three Rivers Community Schools
White Pigeon Community Schools

*Este paquete esta disponible a todas las familias que quieran escoger una escuela diferente para sus hijos.
Si usted necesita ayuda con la traducción o llenando la aplicación por favor contacte a Nayeli Zamora llamando al
(269) 467-5424 o escribiéndole en su correo electrónico nayeliz@sjcisd.org*

- ***The nine school districts in St. Joseph County, with the support of the ISD, are offering a Schools of Choice Program for 1st Semester of 2012-13. This Schools of Choice Program allows families a choice to attend any public school within St. Joseph County ISD.***

- ***This booklet is designed to help families learn about the program and the policies and procedures that have been developed to help ensure student success.***

A family's checklist.....

1. Select your choice school (where you want your child to attend).
2. Submit your child's completed application to your choice school by 12:00 noon on Monday, August 27, 2012.
3. Receive notification of acceptance or non-acceptance from your choice school after noon on August 27, 2012.
4. Complete necessary enrollment forms at your choice school.

What Families Need To Know

The Details for Applying for the St. Joseph County Schools of Choice Program

The application process for the St. Joseph County Schools of Choice Program has been designed to guarantee all applicants a fair and equitable opportunity for choosing a school. Parents or guardians should be aware of the application timelines, length of transfers, and graduation requirements. Listed below are the guidelines regarding the application process:

1. Applications for the St. Joseph County Schools of Choice Program are available from participating school districts during regular school hours. **The application must be returned to the choice school no later than 12:00 noon on Monday, August 27, 2012.** If a choice school receives an application after the deadline, the application will not be accepted. The family will need to apply for the Schools of Choice Program the next time it is open. If an application is late due to administrative error, the school will notify the ISD and the resident district and will process the application as if it had been received by the deadline.
2. A student requesting a transfer is allowed to request which district he/she would like to attend, but requests for specific building(s) and/or teacher(s) will not be allowed.
3. A "Program Application" Form must be completed for each student (including siblings) wishing to participate in the St. Joseph County Schools of Choice Program. There are no guarantees of any siblings receiving admission into this Schools of Choice Program.
4. The number of transfers allowed under this Schools of Choice Program is determined by the space available in each participating district and the space available at each building. Local district boards of education may exceed this limit, at their discretion.
5. The net loss to the district cannot be more than one percent (total per Schools of Choice Program offering) of the previous year's blended count. Local district boards of education may exceed this limit, at their discretion.
6. The choice 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 applicant has ever been convicted of a felony.
7. Applicants will be notified as to whether they have been accepted into the program and if their choice school is available after noon on August 27, 2012.
8. All transfers under this Schools of Choice Program take place at the beginning of the 2012-13 school year.
9. A student approved for transfer to a choice district is allowed to remain in the choice district until his/her class graduates from that school. If a student approved for transfer leaves their choice district for any reason, the student must re-apply for Schools of Choice if they want to return to that choice district.
10. A student in grades K-8 approved for transfer to Nottawa Community School through the St. Joseph County Schools of Choice Program does not need to re-apply for Schools of Choice when entering high school. The student's Schools of Choice approval allows them to transfer from Nottawa Community School to a high school in St. Joseph County without applying for Schools of Choice again.
11. Requests for transfer by students who are from another participating district, already attending the Choice School, will have priority over other student requests for transfer through the St. Joseph County Schools of Choice Program.
12. If there are more requests for admission than space available, priority will be given to siblings of previously enrolled Choice students. A lottery will be held to determine which applicants will be accepted for transfer to that school for the remaining available positions. The lottery will be conducted by the ISD.

Graduation, Promotion, and Curriculum

Each school district in St. Joseph County ISD has developed a curriculum that is based on the State of Michigan Core Curriculum Model. In addition, each district has its own locally approved grading system and graduation requirements. While there are some similarities of requirements among districts, parents or guardians should be aware of the following conditions of the St. Joseph County Schools of Choice Program:

1. Participants are required to graduate with the number of credits determined by the district they are attending at the time of graduation.
2. All districts will supply, at the request of parents or guardians, a current list of graduation requirements for the high school they wish to have their child attend. To receive a copy of graduation requirements, parents or guardians should contact the high school principal of the school of choice.
3. Upon acceptance into the program, a current listing of performance requirements from that building will be supplied to participants.

Transportation Guidelines

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

1. Parents or guardians will be responsible for transporting students to and from school in the St. Joseph County Schools of Choice Program. Parents or guardians should also be aware that on those rare occasions when school closes early due to weather, etc., it is also their responsibility to provide transportation for the child from the school to their home.
2. Parents or guardians 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 or guardians to provide transportation home for the child. Parents or guardians should also be aware that on those rare occasions when school closes early due to weather, etc., it is also their responsibility to provide transportation for the child from the bus stop to their home.
3. Parents or guardians will assume the responsibility for the safety of the child at the bus stop.
4. Students participating in the St. Joseph County 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.
5. St. Joseph County Schools of Choice participants will be expected to arrive at the choice school on time every day.

Athletic Policy

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

1. Students will follow the choice district's policies for participation in the school's athletic activities.
2. A student athlete (junior high/middle school or high school) participating in the St. Joseph County Schools of Choice Program is eligible to participate in an inter-scholastic athletic contest according to the rules and regulations as defined and governed by the Michigan High School Athletic Association (MHSAA).
3. The action to include schools of choice within the St. Joseph County ISD does not affect the athletic eligibility of transferring students. Students who transfer by choice from one school to another and do not otherwise satisfy the MHSAA transfer regulation are ineligible for inter-scholastic athletics for one full semester.

Return completed form to your
Choice School
Superintendent's Office
by noon on
Monday, August 27, 2012

St. Joseph County Schools of Choice
2012-13 Application (1st Semester)

If you have questions,
please contact your
Choice School
Superintendent's Office
(contact info is on the next page)

District of Choice:

(Where you would like to go to school)

Please complete the information below:

Student Name: _____ Birthdate: _____
Address: _____ Phone: _____
City/State/Zip: _____ 2012-13 Grade: _____

School District in Which You Live: _____

Are you currently attending a Public or Private School? Name of School: _____

Have you been suspended from another school within the last 2 school years? Yes No

Have you ever been expelled from another school? Yes No

Have you ever been convicted of a felony? Yes No

Parent/Guardian Name: _____

Address: _____

City/State/Zip: _____

Home Phone: _____ Other Phone (work, cell, etc.): _____

Siblings currently attending Choice School District (other than siblings who are currently applying for Schools of Choice):

Name	School Attending	Current Grade
_____	_____	_____
_____	_____	_____

By signing below, I acknowledge that I understand the rules, regulations, grading system, and graduation requirements of my Choice School District; I agree to abide by the School of Choice District's requirements; and I agree to provide a birth certificate and immunization records to the School of Choice at the time of registration. Any misleading or incorrect information provided on this form will void this application.

Parent(s)/Guardian(s) Signature: **X** _____ Date: _____

Student (if over 18) Signature: _____ Date: _____

RECORD RELEASE FORM

In compliance with the Family Educational Rights and Privacy Act of 1974, I hereby permit _____
(current school)

to release the records or copy of records of _____ to _____.
(student) (choice school)

Student's Birthdate _____ Date _____ Parent/Guardian Signature **X** _____

As the student's records are necessary in program planning, we are requesting that you include any special help information (psychological, placement in remedial or accelerated programs, etc.). We thank you in advance for your prompt reply.

FOR CHOICE SCHOOL USE ONLY (DO NOT COMPLETE UNTIL AFTER NOON ON AUGUST 27, 2012)

Applicant Accepted for Enrollment – Contacted family (attach copy of "Notification of Acceptance" Letter).

Applicant Not Accepted for Enrollment – Contacted family (attach copy of "Notification of Non-Acceptance" Letter).

Choice School's Representative Signature: _____ Date _____

No person on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status, shall be discriminated against in our schools' programs, services and activities. If you feel you have been discriminated against, please contact the Civil Rights Coordinator in your district.

St. Joseph County Schools of Choice Program

For more information, contact one of the following participating districts:

Burr Oak Community Schools

Terry Conklin, Superintendent, 326 E. Eagle Street, Burr Oak, MI 49030
Phone: (269) 489-2213 Fax: (269) 489-5198

Centreville Public Schools

Rob Kuhlman, Superintendent, 190 Hogan Street, Centreville, MI 49032
Phone: (269) 467-5220 Fax: (269) 467-5226

Colon Community Schools

Lloyd Kirby, Superintendent, 400 Dallas Street, Colon, MI 49040
Phone: (269) 386-2239 Fax: (269) 432-2577

Constantine Public Schools

Chuck Frisbie, Superintendent, 664 Canaris Street, Constantine, MI 49042
Phone: (269) 435-8900 Fax: (269) 435-8980

Mendon Community Schools

Rob Kuhlman, Superintendent, 148 Kirby Road, Mendon, MI 49072
Phone: (269) 496-9940 Fax: (269) 496-8234

Nottawa Community School

Marcia Griffin, Superintendent, 26438 M-86, Sturgis, MI 49091
Phone: (269) 467-7153 Fax: (269) 467-6069

Sturgis Public Schools

Tom Langdon, Superintendent, 107 W. West Street, Sturgis, MI 49091
Phone: (269) 659-1502 Fax: (269) 659-1584

Three Rivers Community Schools

Roger Rathburn, Superintendent, 851 Sixth Avenue, Three Rivers, MI 49093
Phone: (269) 279-1100 Fax: (269) 279-5584

White Pigeon Community Schools

Ron Drzewicki, Superintendent, 410 East Prairie, White Pigeon, MI 49099
Phone: (269) 483-7676 Fax: (269) 483-2256

St. Joseph County ISD

Barbara Marshall, Superintendent, 62445 Shimmel Road, Centreville, MI 49032
Phone: (269) 467-5400 Fax: (269) 467-4309