

# Open Enrollment – Frequently Asked Questions

**1. What is Open Enrollment?** Open Enrollment provides parents of CCSD students with another choice. Schools with available seats will be advertised for the purpose of allowing parents/guardians of students who do not reside in the attendance zones to express interest in enrolling their child(ren) there. Transportation is not provided for students selected to attend schools through CCSD's Open Enrollment.

**2. Why is CCSD proceeding with Open Enrollment?** CCSD has a strong belief that when students and their parents/guardians have choices with regard to the selection of a school, they will be more engaged and ultimately students will be more successful. While the vast majority of CCSD families are satisfied with their neighborhood schools, some families believe that a different school may more readily match the needs of their child(ren). Open Enrollment becomes one more choice provided by CCSD.

**3. Will neighborhood school zones remain?** Yes, students zoned to their neighborhood schools will continue to have priority with regard to enrollment.

**4. Where can I find an Open Enrollment Interest Form?** Open Enrollment Interest Forms may be found online at [www.ccsd.net](http://www.ccsd.net) under the Parent Tab. Under Enrollment link to Open Enrollment; on It's Your Choice! scroll down to Open Enrollment. Public computers, with Internet access, are available at all CCSD schools and at libraries throughout the community. Questions regarding open enrollment may also be sent to [OpenEnroll@interact.ccsd.net](mailto:OpenEnroll@interact.ccsd.net) or call 702-799-6430.

**5. Where can I find a list of schools and the number of seats those schools have available for Open Enrollment?** In April of each year, a list of all schools with available seats for the coming school year will be posted at [www.ccsd.net](http://www.ccsd.net) Parent Tab under the Open Enrollment link. Additionally, a list of schools with seats available will be found by accessing the Open Enrollment Interest Form. As parents/guardians use the drop down arrows to select schools they are interested in, the list of schools with available seats will be displayed.

**6. I submitted my child's interest form early, why was my child not selected to attend the school he/she expressed interest in?** Open Enrollment will be granted on a first come, first served basis. Once parents/guardian receive the acceptance letter, they must enroll the child(ren) at the school as soon as possible in order to secure their enrollment. Once a school has reached allotted capacity of Open Enrollment, the school will no longer enroll any additional students through open enrollment for that school year.

**7. How many schools can I express interest in?** A parent/guardian may express interest in no more than three (3) schools per child.

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**8. Are Career and Technical Academies (CTAs), Magnet and/or Select schools accepting Open Enrollment Interest Forms?** No, you may apply for these programs at [magnet.ccsd.net](http://magnet.ccsd.net). Career and Technical Academies (CTAs) and Magnet schools accept applications between November and February. Select schools will accept applications between March and mid-April, while Open Enrollment will accept applications between mid-April and early August for the upcoming school year.

**9. My child receives special education services, is he/she eligible for Open Enrollment?** Yes, students with disabilities are eligible for Open Enrollment where space and required programs are available.

**10. My child is enrolled in the English Language Learner program, is he/she eligible to apply for Open Enrollment?** Yes.

**11. Are there any restrictions on a parent/guardian expressing interest in Open Enrollment for their child(ren)?** Students assigned to a Behavioral or Court Continuation School may not participate. Additionally, students currently attending a comprehensive school on a Trial or Conditional Enrollment are not eligible to participate.

**12. Can I submit an interest form for my child to attend an Open Enrollment school if he/she is currently enrolled in a behavioral school?** No.

**13. Can I submit an interest form for my child to attend an Open Enrollment school if he/she is referred to behavior school?** No.

**14. Can I submit an interest form for my child to attend an Open Enrollment school if he/she was/is expelled?** No.

**15. Can I submit an Open Enrollment Interest Form for my child to participate in an Early Childhood program?** No.

**16. If my child is currently attending a school on a zone variance, do I need to continue to apply for a zone variance or submit an Open Enrollment Interest Form?** The zone variance is approved year to year by the school's administration. If seats are available at your child's school, it is strongly suggested that you submit an Open Enrollment Interest Form, which, if approved is valid until the child completes his/her last year at that school. If the school does not have seats available through Open Enrollment, you will need to apply for a zone variance for the next school year.

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**17. What is the deadline for the interest forms?** The deadline is three weeks before the start of the new school year, in order to allow time for processing and parents/guardians to enroll the student at the school.

**18. What if I miss the Open Enrollment deadline, may I apply late?** No, students must be enrolled in the school before the first day of the school year.

**19. How long is the Open Enrollment Interest Form?** The Open Enrollment Interest Form is one page. Interest forms may be submitted mid-April, through early August for the upcoming school year.

**20. When will I know if my child is selected to attend the school for which we submitted an interest form?** Parents/guardians should be notified by email as to the status of their application as soon as the application has been processed. Parents/guardians approved for their open enrollment selection will be sent an acceptance letter by email, which they must take to enroll at the school in order to secure their enrollment. Obtaining the letter does not hold a child's seat or guarantee the seat. Parents/guardians must take the letter and register the student to ensure their participation.

**21. Do I have to re-submit an Interest Form for Open Enrollment every school year?** Children selected to attend a school through Open Enrollment will remain at the school through the final grade served at the school. Open Enrollment does not provide for students to be promoted from one level of school to another (e.g. elementary to feeder middle school).

**22. Is transportation provided for my child if they attend an Open Enrollment school?** No, CCSD transportation will not be provided for students attending school on Open Enrollment.

**23. Who can I contact for more information about Open Enrollment?** Please contact the Demographics, Zoning & GIS Department at 702-799-6430 or send an email to [OpenEnroll@interact.ccsd.net](mailto:OpenEnroll@interact.ccsd.net).

**24. If my child is selected to attend an Open Enrollment school, does he/she have to attend?** Yes, once the child(ren) enrolls through Open Enrollment, the family commits to remain at that school for at least one school year.

**25. Are all schools eligible for Open Enrollment?** No, only schools that have available seats are eligible to be considered for Open Enrollment. Additionally, magnet programs and Career and Technical Academies are not eligible for Open Enrollment.

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**26. How are schools selected for Open Enrollment?** Schools that are 3 percent or more below capacity after a seat is held for each zoned student are eligible for Open Enrollment.

**27. Are there a set number of openings at each school?** The number of available seats will vary from school to school.

**28. Are there a set number of openings for each grade level at a school?** No.

**29. Are there any schools that are not accepting interest forms for Open Enrollment?** Yes, schools that are at or above their capacity will not participate in Open Enrollment. Additionally, Career and Technical Academies, Magnet and Select programs will not participate in Open Enrollment.

**30. My child applied for a magnet program; could we also apply for Open Enrollment in case we do not get selected for the magnet program?** Students selected to attend magnet programs/schools go through a different selection process, and should be notified by mid April. Parents/Guardians should not apply for Open Enrollment until the notification of acceptance into a CTA/Magnet/Select school has been received. If the student is not accepted into the CTA/Magnet/Select School, Open Enrollment is still an option.

**31. Can my child re-apply to another school in the following year?** Yes. Students/families may submit an application for a different school during the next year's application process.

**32. Are students allowed to participate in sports and/or other school activities at Open Enrollment schools?** Yes. A student who enrolls in an Open Enrollment or Select School is eligible to participate in student athletics. If a student returns to his/her zoned school or makes any other subsequent changes in enrollment, he/she would be ineligible for the remainder of that school year and for 180 school days in any sport in which his/her name appeared on a NIAA (Nevada Interscholastic Activities Association) roster during his/her attendance at the school.

**33. If my child is selected to attend an Open Enrollment elementary school, is he/she automatically zoned for that neighborhood's corresponding middle and high schools?** No, the child is only eligible to attend the elementary school through grade 5. Beyond 5<sup>th</sup> grade, the parent/guardian would need to submit another Open Enrollment Interest Form to attend the feeder middle school, if seats are available.

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**34. Can my child transfer back to his/her zoned school or a different school if he/she does not like their new school?** No, once a family has enrolled at a school through Open Enrollment that school becomes his/her home school, the family is committing to remain at that school for at least one school year.

**35. Can my child attend an Open Enrollment school but graduate from his/her zoned school high school?** No, your child will only be allowed to participate in the graduation ceremony at the high school he/she is attending.

**36. My child was selected to attend a school with Open Enrollment, are his/her siblings also allowed to attend?** No, each individual student must submit an Open Enrollment Interest Form to be considered for enrollment.

**37. My child attends a school that has a SafeKey program, is he/she eligible to attend?** Yes, however, Safekey programs are regulated by the local entities (i.e. city, county) details regarding SafeKey programs must be explored by the parent/guardian at each of the schools they are interested in with regard to Open Enrollment.

**38. Where can I research background information on the schools with Open Enrollment?** Parents/guardians are strongly encouraged to go to schools' websites and review school growth model data, Accountability Reports and other program information. Search for school contact information and websites by visiting <http://ccsd.net>.

**39. Will schools be holding open houses so parents can visit?** Please check the schools' websites for this information or contact the school directly.

**40. Where can I find information on class sizes of CCSD schools?** Go to [www.ccsd.net](http://www.ccsd.net) and click on Schools under the Parent Tab. You will need to review each individual school's website to find out information relative to their class sizes.

**41. How will class size be impacted by Open Enrollment?** Class size should not be impacted by Open Enrollment as schools will only participate based on the number of open seats after a thorough review of their building capacity and projected student enrollment.

**42. Will Open Enrollment require schools to use portable classrooms?** Many CCSD schools have portables on site – including those schools that will not be participating in Open Enrollment. The expectation is that the Open Enrollment Program will not cause the need for additional portables to be placed on participating schools' campuses.

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43. **Can I choose my child's teachers?** No, however, parents/guardians are always encouraged to visit with their children's school personnel to make them aware of their children's educational needs.

44. **Can I choose my child's classroom?** No.

45. **Will my zoned school be over-populated?** No, Open Enrollment is not expected to cause a neighborhood school to become over-populated. As with any of our schools, unanticipated growth in a neighborhood can contribute to a school's enrollment going beyond projections. CCSD will continue to monitor in this regard.

46. **Will my zoned school be under-populated?** As with any neighborhood school, student enrollment can go up or down depending on the dynamics, beyond the control of the district. We will continue to monitor schools' enrollment trends.

47. **Will my school close if too many students leave?** We do not anticipate this occurring.

48. **Where can I find school dress codes/standard student attire information?** Go to [www.ccsd.net](http://www.ccsd.net), click on schools under the Parent Tab and research schools with available seats to determine their dress code.

49. **Where can I find street addresses for district schools?** Go to [www.ccsd.net](http://www.ccsd.net) and click on "Search for a school" under the Parent Tab.

50. **What happens to schools with Open Enrollment if their zoned student population increases?** A school that is currently participating in Open Enrollment that experiences a growth in student enrollment within the attendance zone may not be considered to participate in Open Enrollment for the next school year. Students already selected to attend the Open Enrollment School will be permitted to remain and complete their years through the last grade of the Open Enrollment school.

51. **Who do I contact/call with questions about Open Enrollment?** Please contact the Demographics, Zoning & GIS Department at 702-799-6430 or email [OpenEnroll@interact.ccsd.net](mailto:OpenEnroll@interact.ccsd.net)