



HOLMES DISTRICT SCHOOL BOARD
OUT OF COUNTY ENROLLMENT PROCEDURES
2016-2017

Step 1.

Student must receive written permission from the Superintendent of the district in which they reside to attend school in a Holmes District school.

Each district has their own procedures for obtaining that permission and it will be the responsibility of the student to follow those procedures.

Step 2.

Student must obtain an endorsement of approval from principal of the Holmes District School they are seeking enrollment in.

- (a) Student must supply a written request outlining their request and justification for granting them enrollment.
- (b) The principal of the receiving school will supply notification to the Superintendent's Office showing approval or non-approval and justification for each if necessary.

Step 3.

Student must obtain written permission from the Superintendent of the Holmes School District to approve their enrollment request.

- (a) A written letter of request must be submitted to the Superintendent of Holmes District School, 701 East Pennsylvania Avenue, Bonifay, FL 32425.
- (b) The content of the letter must outline their reasons and justification for enrollment in the Holmes School District.
- (c) If the student does not meet all the requirements of District Policy 5.20 Section V. para. A. They must also request waiver of all or part of this requirement in writing at this time and explain in detail justification for this waiver of Policy.

Step 4.

After all permissions have been granted all parties must sign the Out of County Contract (HDSB Form 30-002) before a student can make final enrollment. Failure to sign this agreement will result in that student being returned to their district of residence in terms of school enrollment.

Step 5

The Out of County Contract (HDSB Form 30-002) will be reviewed annually with the student. The student must follow Steps 1 through 4 on an annual basis per State Board Rule until the student's graduation.



HOLMES DISTRICT SCHOOL BOARD
701 East Pennsylvania Avenue
Bonifay, Florida 32425
2016-2017
OUT OF COUNTY ENROLLMENT AGREEMENT

I, (name of student) _____

hereby request permission to attend a Holmes District School. I understand that I must meet the requirements of Holmes District School Board Policy 5.20 concerning Student Assignment. The minimum requirements are:

1. annually provide evidence of a minimum cumulative grade point average of 2.0;
2. prior performance of at least a 3 or better on State Assessments in all subject areas tested;
3. be in good standing concerning the District's attendance policy;
4. have no out-of-school suspensions, expulsions, placement in alternative schools within the past calendar year.

I understand that I must maintain myself in good standing in the above named areas during my enrollment at a Holmes District School. Violation of any aspect of Policy 5.20 could result in revocation of my privilege to attend school in the Holmes School District.

I and my parent(s) /guardian(s), will commit ourselves to see that I put forth the effort necessary to maintain the standards established above in order to maintain my enrollment in a Holmes District School.

Entered into this (date) _____ day of (month) _____, (year) 20 ____, by and between:

Name of student

Name of Parent

Signature of student

Date

Signature of Parent

Date

Approved

Denied

Signature of Principal

Date

Date of Permission from Superintendent of County of Residence (Letter attached)

Approved

Denied

Signature of Superintendent

Date

Date of Holmes County School Board Approval