



Open Enrollment Guidance for SF 2310

Introduction

The purpose of this document is to provide guidance following the approval of [Senate File \(SF\) 2310](#) by the Iowa Legislature. SF 2310 extends the deadline for parents or guardians to apply to a district with an approved online program.

Questions and Answers

1. Who is eligible?

A child is eligible for open enrollment if the child, the child's caretaker, or another resident of the child's residence has a significant health condition that may increase the risk of COVID-19.

2. When is the deadline to apply?

Parents or guardians must submit the application, using the form developed by the Department, to the resident district and to the receiving district by July 15, 2020.

3. What information will the parent/guardian need to submit?

The form will require the following information:

- Student information (i.e., legal name, date of birth, grade, gender);
- Parent/guardian contact information;
- Name of the person with the health condition;
- Student's relationship to the individual with the health condition;
- Type of health condition, including written verification of the health condition from the person's physician or licensed health care provider;
- Resident district and attendance center;
- District requested to open enroll into;
- Whether the student will be enrolled in regular or special education;
- Whether the child is:
 - Eligible for special education services.
 - Being evaluated for special education services.
 - Receiving English language learning services.
 - Currently under suspension or expulsion from school.

4. Where is the form available?

The form is available on the Iowa Department of Education's [Open Enrollment](#) webpage.

5. What districts may a parent/guardian apply to?

Districts that offer an approved online program (see #6). This does not include on-ground or brick-and-mortar open enrollment.

6. What districts offer an online program that parents or guardians may open enroll their child to?

To date, the following districts have an approved online program:

- CAM offers an online program for students in grades K-12.
- Cedar Rapids offers an online program for students in grades 6-12.
- Clayton Ridge offers an online program for students in grades K-12.
- Council Bluffs offers an online program for students in grades PK-12.
- Des Moines offers an online program for students in grades 9-12.

For the most up-to-date list of approved district online schools, see the [Online Learning](#) webpage.

7. Who approves the application?

The receiving district superintendent has the authority to approve the application. Any denials of the application require school board action. The receiving district may deny the application if the open enrollment would violate the receiving district's insufficient classroom space policy. The resident district does not act.

8. If the student lives in a school district with a diversity plan, may the resident district deny the application?

No. The legislation specifically states districts with a diversity plan (i.e., Davenport, Des Moines, Postville, Waterloo, West Liberty) shall not deny these requests.

9. How long will a parent/guardian have to wait for a response?

Within 14 days of receipt, the superintendent of the receiving district shall notify the parent or guardian and the school district of residence if the request has been approved or denied.

10. If the application is denied may a parent/guardian appeal?

Yes. Denials may be [appealed](#) to the Iowa State Board of Education.

Additional Questions and Information

For additional questions and information, visit the Department's [Online Learning](#) webpage and/or contact [Sara Nickel](#), [Eric Heitz](#), or [Carla Schimelfenig](#).