

Date: 1/17/2022

To: School District of Athens Board of Education

RE: Open Enrollment Space Determinations 2022-2023

Neola Policy #5113: Open Enrollment Program—determining annual capacity/space for Regular Education and Special Education

The Wisconsin Public School Open Enrollment Program, Wis. Stat. § 118.51, and Wisconsin Administrative Code Chapter PI 36 requires School Boards to designate the number of regular education and special education spaces available for the next school year. Space determinations must be approved by the School Board. Criteria utilized for determining regular and special education spaces available for Open Enrollment are as follows.

Regular education Open Enrollment availability considerations:

- District policies, procedures, or other factors regarding class size and student-teacher ratios for particular programs or classes;
- District policies, procedures, or other factors regarding building capacity;
- Enrollment projections for the schools of the district which include, but are not limited to, the following factors; projected student transfers in and out of the district, preference requirements for siblings of non-resident open enrollment students, reserved space for potential growth based on a Board established percentage, and current and future space needs for special programs, laboratories (e.g., in technology or foreign languages), or similar district educational initiatives;
- the number of nonresident students currently attending the schools of the district; and
- the number of resident home schooled or private school students likely to attend the schools of the district in accordance with §118.145.

**School District of Athens
Classroom and Building Capacity**

Grade	Approximate Capacity (not absolute)	Projected Enrollment 2022 - 2023	Approximate % Capacity for 2022-2023
Pre-Kindergarten	48 students	20	42%
Kindergarten	48 students	25	52%
Grade 1	48 students	20	42%
Grade 2	48 students	20	42%
Grade 3	48 students	35	73%
Grade 4	48 students	20	42%
Grade 5	48 students	20	42%
Athens Elementary School	336	155	46%

Grade	Approximate Capacity (not absolute)	Projected Enrollment 2022 - 2023	Approximate % Capacity for 2022-2023
Kindergarten	20 Students	20	100%
Grade 1	20 Students	20	100%
Grade 2	20 Students	13	65%
Grade 3	20 Students	14	70%
Grade 4	20 Students	13	65%
Grade 5	20 Students	11	55%
Maple Grove Charter School	120	91	76%

Grade	Approximate Capacity (not absolute)	Projected Enrollment 2022 - 2023	Approximate % Capacity for 2022-2023
Grade 6	68 students	36	53%
Grade 7	68 students	18	27%
Grade 8	68 students	21	31%
Athens Middle School	204	75	37%

Grade 9	68 students	25	37%
Grade 10	68 students	29	43%
Grade 11	68 students	38	56%
Grade 12	68 students	28	41%
Athens High School	272	120	44%

SCHOOL DISTRICT OF ATHENS	932	441	47%
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Summary

Following an analysis using the criteria detailed above the district administration projects the following spaces to be available under open enrollment for the 2022-2023 school year.

Regular education:

Grade 4K: No limit set
Grade KG: No limit set
Grade 1: No limit set
Grade 2: No limit set
Grade 3: No limit set
Grade 4: No limit set
Grade 5: No limit set
Grade 6: No limit set
Grade 7: No limit set
Grade 8: No limit set
Grade 9: No limit set
Grade 10: No limit set
Grade 11: No limit set
Grade 12: No limit set
Maple Grove: No limit set

Special education:

According to DPI Open Enrollment guidelines, school districts should establish the number of Special Education open enrollment spaces annually in January. School districts should consistently apply specific criteria to ensure decisions on special education space are not arbitrary or unreasonable. In collaboration with MCSE, we have prepared three options for the school district to evaluate and consider. (see attached document)

DRAFT
Athens
Special Education Space Recommendations
January 2022

In determining special education capacity and space, districts need to do two steps.

1. Determine regular education capacity and space BY GRADE LEVEL
2. Determine special education capacity and space BY PROGRAM/SERVICE

Formula:

$$\begin{aligned}\text{Class Size} \times \text{Sections} &= \text{Capacity} \\ \text{Capacity} - \text{Projected Enrollment} &= \text{Spaces.}\end{aligned}$$

There are several options to consider when setting caseloads for special education:

Option 1:

Accept all applicants who apply. Utilizing existing State criteria for non-acceptance (e.g. The district does not have the program or services listed in the students IEP).

Option 2:

Utilize the capacity/student enrollment **only** calculation: For your district, the projected capacity for 2022-23 would be:

	Capacity	Projected Enrollment	Space
Elementary CC/EC	12	12	0
Middle School CC	15	10	5
High School CC	15	9	6
Speech/language	35	35	0
Early Childhood	0	0	0

- There is no early childhood program, therefore it is recommended that students ages 3-5 be declined.
- The district has space in MS and HS if the IEP indicates that the district has the services.

Option 3:

Utilize the DPI guidance using **weighted student factors**. At this time, your district has decided to only consider option 1 and 2.

All applicants IEP's will be reviewed prior to admission. If the needs listed in the IEP cause an overload the application should be denied.