

February 2025

RE: New Open Enrollment Policy

Dear Mohawk Valley School Parents,

Mohawk Valley School will begin full implementation of its open enrollment policy for the 2025-2026 school year. There will now be a set capacity for each grade level. Any student living outside of the Mohawk Valley School District boundaries will be required to complete an open enrollment application and go through the selection process that has been outlined in the District's open enrollment policy.

Priority for open enrollment students will be given to students who were previously enrolled as long as they have met the standards outlined in the District's open enrollment policy. Students who have been enrolled for more than two years will have first priority, this includes students who have had older siblings attend the school. Students enrolled less than two years will have second priority. If, after first priority students have been selected, there is still available capacity, second priority students will be selected through a random process.

The open enrollment application is attached, available at the school office, and is on the Mohawk Valley School website. Open enrollment applications are due by **March 20**. Applications received after March 20 will be placed on a waiting list. Families will be notified by **June 15** if they have been selected to attend Mohawk Valley School for the following school year.

I understand this is new to our school but it is necessary in order to continue to offer a quality education. If you have further questions, please call the school office.

Sincerely,



Shanna Johnson
Superintendent

OPEN ENROLLMENT GUIDELINES

PLEASE READ THE FOLLOWING ITEMS AND INITIAL IN THE SPACE PROVIDED

	An Open Enrollment Application must be completed and submitted on or before March 20 th .
	Enrollment is subject to capacity limit established for the school and/or its grade levels.
	Open Enrollment Applications are considered on an annual basis.
	Transportation for the student may be the responsibility of the parent or legal guardian (exceptions by statute (A.R.S. 15-816.06).
	If my child is accepted for open enrollment, we agree to abide by all district policies and regulations that are outlined in the Student Handbook and District Policy.
	I understand that a serious incident, or repeated instances of misconduct by my child may result in revocation or open enrollment status.
	The legal guardian will be notified, by June 15 th , in writing whether the application has been accepted, rejected or placed on a waiting list.
	I acknowledge that a record of excessive absences and truancy may result in loss of open enrollment status.
	Providing false information on this form may result in the application being denied or admission being revoked.
	Students may be denied admission due to grade level/program capacity limit set by the Governing Board. These applicants shall be placed on a waiting list. Should capacity become available parents will be notified.
	Open Enrollment Selection process will be divided into two categories and determined through a random process: <ol style="list-style-type: none"> 1. Students and families enrolled for more than two years will have first priority. 2. Students and families enrolled for less than two years will have second priority.
	For admission to Kindergarten, children must be five years of age by September 1 st of the current school year.
	Students shall be denied admission should it be deemed that the health, welfare and safety of current students enrolled in Mohawk Valley School would be jeopardized.
	Governing Board Policy JFB-Open Enrollment states the following enrollment priorities: <ul style="list-style-type: none"> ➤ Children who have a properly completed and submitted application. ➤ Children who meet admission standards. ➤ Enrollment preference will be given to students who are/were enrolled at Mohawk Valley School the previous year and any sibling who would be enrolled concurrently with such students.

PARENT SIGNATURE REQUIRED

NEW ENROLLMENT WILL BE APPROVED BASED ON ENROLLMENT CAPACITY

NOTE: All approved open enrollment applications are reviewed annually. Continued enrollment is based upon compliance with all school regulations regarding conduct, academic progress, and attendance.

An approved open enrollment may be revoked if a student fails to comply with all school regulations.

PARENT SIGNATURE _____

DATE _____



Application for (please check one) Continuing Enrollment New Enrollment

Please complete the information requested below and return this application to Mohawk Valley School.
Only complete and accurate applications will be accepted.

Student's Legal Name _____ Date of Birth _____ F M

Street Address _____ City, State, Zip _____

Mailing Address _____ City, State, Zip _____

Parent or Legal Guardian (please print) _____

Home/Cell Phone _____ Work Phone _____

Email (required) _____

Current school attending or last school attended _____

The student currently resides in the _____ District.

2025-2026 Grade Level (Circle) K 1 2 3 4 5 6 7 8

Seeking open enrollment for school year 2025-2026. If not approved for first semester, would you like your application to remain on file in order to be considered for second semester? Yes No

PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS ABOUT YOUR CHILD.

Yes No Is your child currently attending Mohawk Valley School?

Yes No I have other children that I will request Open Enrollment for: _____

Yes No Does your child currently qualify for Special Education services? **(Please include current IEP)**

Yes No Does your child currently have a 504 plan? **(Please provide a copy of the plan)**

Yes No Has your child been suspended or expelled from any school or district?

Yes No Is your child currently under suspension, expulsion, or in the process of being expelled from another school?

Yes No Is your child currently being supervised by a juvenile court?

Yes No My child has participated or will need to participate in a Gifted Program.

PARENT SIGNATURE REQUIRED

APPLICATIONS FOR CONTINUED ENROLLMENT IN THE 2025-2026 SCHOOL YEAR MUST BE SUBMITTED ON OR BEFORE March 20th. NEW ENROLLMENT WILL BE APPROVED BASED ON ENROLLMENT CAPACITY.

NOTE: All approved open enrollment applications are reviewed annually. Continued enrollment is based upon compliance with all school regulations regarding conduct, academic progress, and attendance. An approved open enrollment may be revoked if a student fails to comply with all school regulations. Please see Open Enrollment Guidelines for more information.

PARENT SIGNATURE _____ DATE _____

Parent signature above affirms the information provided is accurate and complete.

For District Use Only		
Received	Action Taken	
Date:	Time:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Reason:

Administrator's Signature _____ Decision Date _____