



**AUTHORIZATION TO RELEASE INFORMATION  
TO BATH COMMUNITY SCHOOLS  
FOR CONSIDERATION OF ENROLLMENT**

I give my permission for the release of information to Bath Community Schools regarding my child. This includes all discipline records within the past two years and any educational records requested including 504 accommodations, IEP records, etc. **PLEASE READ REVERSE SIDE OF THIS FORM FOR IMPORTANT INFORMATION REGARDING CONSIDERATION FOR ENROLLMENT.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
School Currently Attending

\_\_\_\_\_  
Resident School District

*\*\*Please provide the names and address of all Schools/Districts your child has attended (a separate form must be completed for each school attended within the last two years – please duplicate form as necessary).*

**School District and School Address**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**School Year of Attendance (Example: 2013-14)**  
\_\_\_\_\_  
\_\_\_\_\_

**Parents please fill in the above portion and return to:** Bath Community Schools, 6175 E Clark Road, PO Box 310, Bath, Michigan 48808. This completed form is required for each school attended during the last two years.

---

**Dear School Administrator:**

Please provide the following information regarding the student indicated above that previously attended your school:

- Has this student had any suspensions from your school/district in the past two years?
- Has this student *ever* been expelled from your school/district? (If yes, please explain.)
- Does this student have 504 accommodations or does this student have a current IEP? (If yes, please explain)

Signature of Previous  
School Administrator: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name of Previous School Administrator: \_\_\_\_\_

Phone Number of Previous School Administrator: \_\_\_\_\_

School and District Name: \_\_\_\_\_

**Please fax or mail this form and all discipline records to Superintendent's Office, 6175 E. Clark Road, PO Box 310, Bath, Michigan 48808.** If you have any questions, please contact Shannon Proctor. (Phone) 517-641-6721 **(Fax) 517-641-6958**

The Board will accept applications for enrollment by nonresident pupil applicants residing in districts within Clinton County Regional Education Service Agency (CRESA) and within a contiguous intermediate school district based upon the following criteria.

### **Limitations**

- A. The Board shall annually review staffing capabilities, facility use, enrollment projections, and other pertinent criteria to determine the grades, schools, and special programs, as well as the number of pupil openings, which are available for enrollment by nonresident pupil applicants under the State School Aid Act.

### **Admission Criteria**

- A. The determination to enroll a nonresident pupil application shall be based on the criteria articulated in the State School Aid Act and the same criteria for resident applicants for admission into a grade or a specialized, magnet, or intra-district choice school or program.
- B. The Board expressly reserves its statutory right to refuse to enroll a nonresident applicant if the applicant is or has been within the preceding two (2) years, suspended from another school or if the applicant has ever been expelled from another school.
- C. A nonresident applicant convicted of a felony offense may be refused enrollment if the Superintendent or the Superintendent's designee determines that the applicant presents a threat to the health, safety, or welfare of District students or personnel.
- D. A written agreement between the resident district and the Choice district must be in place regarding students who apply through School of Choice 105c and receive special education services/programs as to the responsibility of payment for the added costs of required services/programs for the student.

### **Transportation**

The District will not provide transportation to those nonresident pupil applicants who are granted admission to the District.

**HOLD HARMLESS CLAUSE:** (read carefully) The parent(s) or student if over 18 years of age making application for participation in the Bath Community Schools "Open Enrollment" project agree(s) to hold harmless each contiguous public school district, its' employees, and Board of Education members for any decision in the selection process and/or potential participation or actual participation as an "Open Enrollment" child/student relative to academic achievement, or-curricular participation student discipline related to behavior, and/or all other aspects of participation as a member of a student body. Please release all information regarding the above named student(s) to the receiving school district. Information should include all documents in the following categories: CA60 and CA39 records, MEAP scores, EDP, portfolios, disciplinary files, psychological evaluations, social worker or teacher consultant records, report from other agencies, i.e. Department of Social Services, mental health recommendations, grade reports transcripts, records of special education placement, evaluation or referrals and any other pertinent information. By Board Policy and Sec. 105 & 105c of the State School Aid Act, you may not attend any Clinton County Public School or a contiguous district until that school has received up-to-date immunization records.