



FREQUENTLY ASKED QUESTIONS: ENROLLMENT AND TRANSFERS 2017-18

John Rex Charter Elementary School (JRCES) is a tuition-free public charter school that opened in August, 2014. Our mission is to offer quality educational opportunities to children in the heart of downtown Oklahoma City through an innovative public-private partnership.

Q. *Who may attend John Rex Charter Elementary School (JRCES)?*

- A. Enrollment preference will be given first to students who live within the JRCES attendance zone. Students who live outside of the designated attendance zone need to apply using the #2-4 priority levels.
- 1) First, any child residing within the attendance boundaries for JRCES. Residency verification required;
 - 2) Second, a child who resides outside the JRCES attendance boundaries but within the boundaries of OKCPS. Residency verification is required;
 - 3) Third, a child who resides outside the boundaries of OKC Public Schools and whose parent or guardian is employed within the JRCES attendance boundaries. Employment verification must be provided. An out-of-district transfer form is required upon admission;
 - 4) Fourth, a child who resides outside the boundaries of OKCPS and whose parent or guardian is not employed within the JRCES attendance boundaries. An out-of-district transfer form is required upon admission.

After Tier 1, enrollment priority is given to currently enrolled students and siblings of a child currently enrolled in the School. Within Priority Level #2, additional priority will be given to applications for admission whose parent/guardian is employed within the JRCES attendance zone.

If, at any time, the number of eligible students applying for admission exceeds the capacity of the school/grade level, the Head of School will conduct a lottery, which shall be held within the priority level and/or grade level that is oversubscribed, to select the student(s) that may be admitted to JRCES. Enrollment and admission decisions will be based on school capacity limitations, class/grade capacity limitations, program availability, and/or educational needs of the student.

**NOTE: Students initially enrolling at JRCES in 2016-17 and in subsequent years that wish to retain their seat at JRCES, must annually complete an "Intent to Re-Enroll" form each spring, remain in good standing, and provide appropriate documentation to re-verify residency. Information will be updated & siblings will be enrolled. Each family must provide one of the following documents: a.) Proof of residency in JRCES Attendance Zone; b.) Proof of residency in OKCPS School District; or c.) Proof of current employment in the JRCES Attendance Zone. If a student is not able to provide these documents and they wish to continue to attend JRCES, they will be required to re-enter the lottery for their grade level.*

Q. *Where is the school located?*

- A. The school is located in the heart of downtown Oklahoma City at 500 W. Sheridan.

Q. *If one child in a family gets accepted, will a sibling be accepted also?*

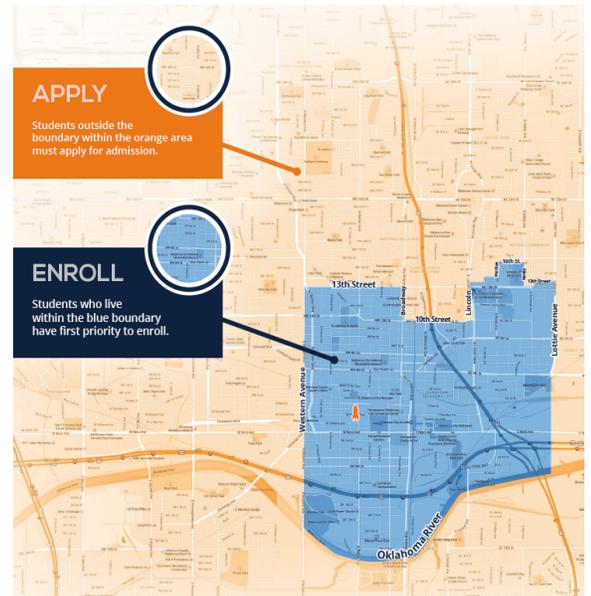
- A. Yes, the sibling(s) of a child currently enrolled at John Rex Elementary will be given admission preference.

Q. *What grades will the school offer?*

- A. Pre-K, Kindergarten, 1st, 2nd, 3rd, 4th, & 5th grades will be offered during the 2017-18 school year. Additional grades will be added each year.

Q. *Will transportation be provided?*

- A. No. Parents are responsible for providing transportation to and from JRCES. The school will not provide transportation. JRCES will work with local community and nonprofit agencies to help arrange transportation, if necessary.



Q. Is the JRCES attendance zone part of the OKCPS attendance feeder pattern of neighborhood schools?

A. No. JRCES is an **overlay** to the current OKCPS feeder patterns. Residents in the JRCES attendance zone are guaranteed a seat at the school and JRCES is considered their “first school of choice.” Per an agreement with OKCPS, families may opt out of attending JRCES and enroll in their regular OKCPS neighborhood school.

Q. If a family lives in the JRCES attendance zone and DOES NOT want to attend JRCES, what do they need to do?

A. Per an agreement with OKCPS, families may opt out of attending JRCES and enroll in their regular OKCPS neighborhood school or choose another schooling option for their child. JRCES and OKCPS will work together to ensure there are no dual enrollments.

Q. If a family lives inside the JRCES attendance zone and wants to enroll at JRCES, what do they do?

A. First, visit the [John Rex website](#) for more information, enrollment forms, and checklists. Next, bring all necessary residency verification documents and enrollment paperwork to the JRCES office at 500 W. Sheridan Avenue.

Q. What happens to students that reside within the JRCES zone and are in an upper grade not yet offered at?

A. These students will attend their assigned neighborhood school based upon their residence, unless they choose another schooling option.

Q. Once accepted, what kind of transfer paperwork is necessary for a child that resides within the OKCPS school district (Tier 2)?

A. **For those who reside within the OKCPS school district**, a transfer request is not required. After being offered a seat at JRCES, parents must visit the school office at 500 W. Sheridan Ave. to complete the necessary enrollment paperwork.

Q. Once accepted, what kind of paperwork is necessary for a child that resides outside the OKCPS school district (Tier 3 or 4)?

A. **For those who reside outside the OKCPS school district**, parents must complete an Open Transfer Form available at the JRCES office. The JRCES office will process the transfer, enter the transfer in the Wave, and issue a transfer number. Transfer requests will be submitted to the JRCES Board of Directors and followed up with a letter of notification to the parent.

Q. Does John Rex Elementary School offer special education programs and services?

A. Yes. JRCES provides a variety of educational programs, which includes special education services. Like most public schools, JRCES cannot offer every special education program/service at one school site. Therefore, if a special needs student resides within the JRCES attendance zone and the IEP team determines that the child should be placed in a specialized program that is not offered at JRCES, we will work closely with OKCPS to place the student in an OKCPS school that offers the appropriate programs and services.

Q. What happens if a special needs child from Tiers 2, 3, or 4 with an existing IEP applies to attend JRCES?

A. John Rex Elementary School will consider and review all applications, including those of any child with special needs. Depending on program availability, the grade level of the student, and the services necessary for the education of the child, JRCES will determine if the application can be accepted. (See above.)



For more information, please call (405)587-8100 or visit online at www.johnrexschool.org
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