



WEST CLERMONT LOCAL SCHOOL DISTRICT

4350 Aicholtz Road, Suite 220
Cincinnati, OH 45245
(513) 943-5000
www.westcler.org

Natasha L. Adams – Superintendent
Kelly Sininger - Treasurer

<<DATE>>

To the Parents of: <<FIRST>> <<LAST>>
<<ADDRESS1>>
<<ADDRESS2>>, <<ADDRESS3>> <<ADDRESS4>>

Dear West Clermont Families,

Throughout this fall, our school district embarked on an extensive and open community process to discuss, review and finally select an updated attendance boundary for each of our elementary schools. This was driven by a need to “right size” our schools and appropriately prepare for the continued student population growth throughout our community within the coming years.

First, I wish to thank the nearly 1,400 people who participated in that process, both online and through open public sessions. We truly believe that the public’s involvement was a critical piece in finding the best solution for our district.

Second, we are excited to announce that we have been able to achieve our commitment of notifying families of their new attendance boundaries before the winter break. Finalization of the attendance boundaries were announced during the December 10, 2018 Board of Education meeting. Access to the presented information can be found at: <http://www.westcler.k12.oh.us/Content/facilities>.

We are using this letter to officially inform you of the school your child will attend during the 2019 – 2020 school year. Given the information that we currently have in our district’s student data system, your child will be attending <<ELEMENTARY>> **Elementary School** for the 2019 – 2020 school year.

Beginning with the 2019 – 2020 school year, this will be considered your child’s home school. If you feel that this is an error due to incorrect information (old address, updated IEP, etc.), please contact us at info@westcler.org, and provide a detailed description outlining your concern.

Third, we understand that there will be instances when exceptions to the above attendance boundary need further consideration from the district. This request was heard throughout our community engagement sessions and we are happy to announce a process for such consideration. These exceptions are as follows:

- Students with an Individualized Education Plan (IEP) that require specialized services delivered at a building other than their home school. The student’s IEP team will determine which school your child will attend for these services during the 2019-2020 school year.
- Grandfathering opportunities for current 4th grade students wishing to complete their 5th grade year at the school they currently attend. (See guidelines below)
- Grandfathering opportunities for current 3rd grade students with a 4th grade sibling wishing to complete the 2019-2020 school year at the school they currently attend. (See guidelines below)
- Elementary students of West Clermont staff members.



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In order to request an exception with regard to grandfathering, the following grandfathering guidelines, application and timelines are as follows:

- Parents of current 4th grade children (2018 – 2019) may choose to have their child remain at their current school for their 5th grade year. For this to occur, you must **“Opt In”** by completing this form at <http://bit.ly/2Bit52x> by January 15, 2019. If you do not opt in by January 15, your child will attend their new home school based on the new attendance boundaries for the 2019 – 2020 school year.
- Parents of current 4th grade children (2018 – 2019) who also have a 3rd grade sibling may choose to keep the 3rd grade sibling in the same school as the 4th grade child. To do this, you must also **“Opt In”** by completing the form for the sibling at <http://bit.ly/2Bit52x> by January 15, 2019. If you do not opt in by January 15th, your child will attend their new home school based on the new attendance boundaries for the 2019-2020 school year. **This option is for the 2019 – 2020 year only.** Subsequent years will require you to fill out a Building to Building Transfer form.
- The district will not provide transportation for students that elect to attend a school that is different from their newly assigned home school.

Once we have processed all of these exception requests, we will then consider building to building transfers and finally open enrollments. Information regarding timelines and submission processes for building to building transfers and open enrollment are located on the Elementary Attendance Boundaries page on our district website at <http://www.westcler.k12.oh.us/Content/facilities> underneath Board Policy and Administrative Guidelines.

We expect that there will be questions that are beyond what we can communicate here. Some of those questions may already be answered here on our FAQ page: <http://www.westcler.k12.oh.us/Content/facilities>. If not, please email your question to us at info@westcler.org.

Finally, with the solidification of the new attendance boundaries, we are turning our focus on assisting your child through the transition process. To assist you and your family through the transition, you will receive a communication from the principal in the building that your child will be attending during the 2019 – 2020 school year inviting you to attend upcoming activities at your new school. We hope your family will attend and take the opportunity to meet the teachers, staff, students and other families who will be a part of your new school community.

Thank you, as always, for supporting our students and schools.

Sincerely,

Natasha L. Adams
Superintendent
West Clermont Local Schools

For your convenience a version of this letter is available on our website at www.westcler.k12.oh.us to provide easy access to the links.