

Applying to Whitefish Bay Schools through Open Enrollment

The Department of Public Instruction's (DPI) **Open Enrollment** Program allows parents to apply for their children to attend school districts other than the one in which they live. Transportation is available through the Department of Public Instruction for those families who qualify for free and reduced lunch.

Students in grades K5-12 may complete an application for participation in the Open Enrollment Program. K4 and Early Childhood students may also apply, however parents are encouraged to read the special criteria for application in the informational brochure for parents.

Submission of on-line applications is strongly encouraged and highly recommended. Parents may complete an on-line Open Enrollment application for the 2010-2011 school year beginning midnight, February 1 through 4:00 p.m. on February 19, 2010. On-line applications are available at: <https://www2.dpi.state.wi.us/OpenEnrollApp>

Although online applications are preferred, paper applications can be printed from DPI's website as of January 4, 2010. Paper applications must be hand-delivered to the District Office between February 1 and February 19, 2010. Applications **must be** submitted to Ms. Kellie Sigh*, Open Enrollment Coordinator, between the hours of 8:00 a.m. - 12:30 p.m. and 2:30- 3:30 p.m.:

District Office, Room 138
Whitefish Bay Schools
1200 E. Fairmount Avenue
(We are located in the same building as the high school)

*To ensure the proper handling of your paper application, it is important to submit it to the OE Coordinator of Whitefish Bay Schools.

If you have questions, please call the District's open enrollment hotline at 414-963-3908 or contact Kellie Sigh, Open Enrollment Coordinator via email Kellie.Sigh@wfbsschools.com or by phone, 414-963-3901.

Important Open Enrollment Dates

FEBRUARY 1-19, 2010	Online applications accepted beginning midnight, February 1 through 4 pm, February 19, 2010.*
APRIL 9, 2010	The Whitefish Bay OE Coordinator will mail notices of approval or denial to parents. Parents have 30 days to appeal if the application is denied.
MAY 14, 2010	The Whitefish Bay OE Coordinator will notify parents of accepted applicants of the specific school to which their student is assigned.
JUNE 11, 2010	Parents of accepted applicants must notify the Whitefish Bay OE Coordinator if their student will attend the school to which their student was assigned for the 2010-11 school year. If the parent fails to notify the Whitefish Bay OE Coordinator, Whitefish Bay Schools may refuse to allow the student to attend.

***Submission of on-line applications is strongly encouraged and highly recommended.** If, however, parents need to submit a paper application, paper applications can be printed from the Department of Public Instruction's website and hand-delivered to Kellie Sigh, Whitefish Bay Open Enrollment Coordinator, Room 138 (District Offices), 1200 E. Fairmount Avenue. Applications will be accepted between the hours of 8 am – 12:30 p.m. and 2:30-3:30 p.m., February 1st-19, 2010.