

NON RESIDENT STUDENTS

Consistent with Chapter 28A.225 RCW, any student who resides outside the South Kitsap School District boundary, may apply to attend a school in the district. All applications for nonresident attendance will be considered on an equal basis

The South Kitsap School District Board of Directors annually will inform parents of the Choice Transfer enrollment options and parental involvement opportunities.

Information on Choice Transfer acceptance policies will be provided to nonresidents on request. Providing online access to the information satisfies the requirements of this policy unless a parent or guardian specifically requests information to be provided in written form.

The district will not charge any transfer fees or tuition costs for enrolling eligible nonresident students.

The district must use the Standard Choice Transfer System in the Education Data System (EDS) to process those requests for student transfer enrollment into online or alternative learning experience programs or schools.

A student who resides in a district that does not operate a secondary program will be permitted to enroll in secondary schools in this district in accordance with state law and regulation relating to the financial responsibility of the resident district.

Standards for Accepting or Rejecting an Application

The Superintendent, or Superintendent's designee will accept or reject an application for nonresident admission based upon the following standards:

- A. Whether acceptance of a nonresident student would result in the district experiencing significant financial hardship ("financial hardship" does not include routine programmatic costs associated with serving additional disabled or non-disabled students);
- B. Whether in the grade level or classes at the building where the student desires to be enrolled has the capacity for additional students;
- C. Whether appropriate educational programs or services are available to improve the student's condition as stated in requesting release from his or her district of residence;
- D. Whether the student's disciplinary records or other documentation indicate a history of violent or disruptive behavior or gang membership (a gang means a group of three or more persons with identifiable leadership that on an ongoing basis regularly conspires and acts in concert mainly for criminal purposes);
- E. Whether the student has been expelled or suspended from a public school for more than ten consecutive days, in which case the student may apply for admission under the district's policy for readmission and reengagement of suspended or expelled student;
- F. Whether enrollment of a nonresident student would conflict with a district innovation academy cooperative under RCW 28A.340.080;

- G. Whether the student has repeatedly failed to comply with requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.

Admission or Denial: Notice of Decision and Appeal of Decision

The Superintendent or Superintendent's designee, in a timely manner, will provide all applicants with written notification of the approval or denial of a nonresident student's enrollment application. If the student is to be admitted, the superintendent or the superintendent's designee will notify the resident district and make necessary arrangements for the transfer of student records.

If the application is denied, the Superintendent will notify the parent or guardian in writing within 45 days from receipt of the parent's application. The notification will include the reason(s) for denial and inform the parent or guardian of their right to appeal the district's denial decision to the Superintendent of Public Instruction or his or her designee as detailed in RCW 28A.225.230.

The parent or guardian may appeal the denial to the district's Superintendent or designee. Within five business days of receipt of the parent's appeal submission, the Superintendent or designee will provide the parent with a written notification of the final appeal decision to either grant or deny the student's admittance into the district.

Termination

Any acceptance of nonresident admission, may be terminated by the Superintendent or designee at any time before the end of the current school year if, in the professional judgment of the Superintendent or designee, the factors and/or reasons justifying the student's release from his or her resident district and admission to the nonresident district no longer apply or no longer justify the nonresident student's attendance in the district. Instances in which termination is proper include, but are not limited to, the following:

- A. Where, upon input from the student's study team or other team of qualified staff members, the Superintendent or designee determines that the district is no longer able to provide appropriate educational programs or services to the student within the District;
- B. Where the Superintendent or designee determines that the student's continued attendance in the district is likely to create a risk to the health or safety of other students or staff or interferes with the education of other students;
- C. Where the Superintendent or designee determines that the student's application for admission contained a material omission or misrepresentation of fact;
- D. Where the District's financial circumstances deteriorate during the course of the acceptance such that continuation of the acceptance causes a financial hardship to the District; or
- E. Where the actual costs of serving the student are significantly higher than anticipated at the time of acceptance so as to cause a financial hardship to the District.

If the application is denied or admission terminated, the Superintendent or designee shall notify the parent or guardian in writing of the denial or termination and the reasons therefore and shall include a statement that the parent has a right to appeal the decision pursuant to RCW 28A.225.230(3).

Termination shall be effective seven calendar days following notice of the Superintendent or designee's decision to revoke admission.

Limitations

The District reserves the right to decide prior to the beginning of a given school year and decide not to accept applications for a specific program, service, or grade level within the District, due to a planned and/or an anticipated lack of capacity for non-resident students.

Children of Full-Time Employees

1. Pursuant to RCW 28A.225.225, a nonresident student who is the child of a full-time certificated or classified employee will be permitted to enroll:
 - a. At the school where the employee is assigned;
 - b. At a school forming the district's kindergarten through twelfth grade continuum, which includes the school where the employee is assigned; the student remains enrolled until he or she completes schooling; or
 - c. At a school in the district that provides early intervention services pursuant to RCW 28A.155.065 and/or preschool services pursuant to RCW 28A.155.070, if the student is eligible for such services.
2. The district may reject the application of a student who is the child of a full-time employee if:
 - a. Disciplinary records or other evidence supports a conclusion that the student has a history of convictions, violent or disruptive behavior, or gang membership; or
 - b. The student has been expelled or suspended from a public school for more than ten consecutive days (however, the district's policies for allowing readmission of expelled or suspended students and the required reengagement procedures under this rule must apply uniformly to both resident and nonresident applicants seeking admission, pursuant to RCW 28A.225.225(2)(b)); or
 - c. The student has repeatedly failed to comply with requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.

Cross References: Board Policy 3120
Board Policy 3155

Enrollment
Homeless Students – Enrollment Rights
and Services

Legal References:	RCW 28A.225.220	Adults, children from other districts, agreements for attending school — Tuition
	RCW 28A.225.225	Applications from nonresident_students or students receiving home-based instruction to attend district school — School employees' children — Acceptance and rejection standards — Notification
	RCW 28A.225.230	Appeal from certain decisions to deny student's request to attend nonresident district - Procedure
	RCW 28A.225.240	Appeal from certain decisions to deny student's request to attend nonresident district -_Apportionment of credit
	RCW 28A.225.290	Enrollment options information booklet
	RCW 28A.225.300	Enrollment options information to parents
	RCW 28A.250.070	Rights of students to attend nonresident school district for the purposes of enrolling in alternative learning experience programs – Standard release form.
	WAC 392-137	Finance — Nonresident attendance
	WAC 392-135	Interdistrict Cooperation Programs
	WAC 392-172A	Rules for the Provision of Special Education

Management Resources:

2018	Policy News – December Issue
2015	October Policy Issue
Policy News, June 2003	Enrolling children of School Employees
Policy News, September 1999	School safety bills impact policy

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