



Novi Community School District

<http://www.novi.k12.mi.us/>

25345 Taft Road, Novi, Michigan 48374 (248) 449-1200 • Fax (248) 449-1219

To: Staff, Parents, and Community Members
From: The Office of the Superintendent
Re: District Policy on enrollment, residency, and moving within the District.

The Novi Community School District is a closed district, which means that we are not a School of Choice district. All students, with the exception of employee's students (see policy below), attending our schools must reside within the Novi School District boundaries. These boundaries are **not** the same as the City of Novi boundaries.

Enrollees must meet the residency guidelines and must provide proof of residency (listed on the [New Student Enrollment sheet](#)) at the time of registration before they will be allowed to attend.

Families, who have current students attending Novi schools, will be asked to provide updated proof of residency documents if and when:

- their lease expires,
- if the district receives returned mail from the U.S. post office, or
- if a family moves from one dwelling within the Novi School District boundaries to another dwelling, they must again meet the residency guidelines and must provide proof of residency.

If a family, with one or more K-4 students, moves from one elementary school's boundaries to another elementary school's boundaries (found on our [Elementary Attendance Area Map](#)), their child(ren) must attend that new elementary school (see policy below). The change to the new elementary school must be made by the end of the current trimester.

Families residing within the Novi School District boundaries who have a student who is going to be a senior in high school and moves out of district at the end of the junior year, only that senior student may return to attend Novi High School for his/her senior year. The parents/guardians of that student must provide transportation to and from school for the full year and the expectation is that the student will be on time for his/her classes. If there are other siblings in the family, they must attend their new school district.

Respectfully,

Steve Matthews, Ed.D.



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Board Policy

2001 Admission and Enrollment

Resident Students

Michigan law establishes which students have the right to attend school in the School District. The Superintendent will develop and implement regulations for the enrollment of resident students and their assignment to School District schools, facilities and programs.

Development of District Boundaries.

The Board of Education directs that the assignment of students to schools within this District be consistent with the best interests of students and the best use of the resources of this District. *The Board shall determine periodically the school attendance areas of the District and shall expect the students within each area to attend the school so designated.* The Superintendent shall periodically review existing attendance areas and recommend to the Board such changes as may be justified by: considerations of safe student transportation and travel; convenience of access to schools; financial and administrative efficiency; the effectiveness of the instructional program; and/or a wholesome and *educationally* sound balance of student populations.

Children of Non-resident Employees.

A child of a non-resident employee of the School District may be permitted to enroll in the School District without the payment of tuition, provided the enrolling student is enrolling in the K-12 program. Once enrolled, such a student will be permitted to continue to attend the School District through graduation or receipt of a certificate of completion. This policy does not, however, bar the long-term suspension or expulsion of a student for a violation of the Student Code of Conduct.