



## STUDENTS

### Nonresident Students

Consistent with Chapter 28A.225 RCW, any student who resides outside the district may apply to attend a school in the district or file the parental declaration of the intent to provide home-based instruction and enroll in the district for ancillary services. All applications for nonresident attendance or ancillary services will be considered on an equal basis, subject to the criteria set forth below and in any procedures implementing this policy.

The district annually will inform parents of the inter-district enrollment options and parental involvement opportunities. Information on inter-district 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.

Every school year, a parent or guardian must apply for non-resident admission on behalf of his or her child by completing the appropriate district application. The superintendent shall develop application form(s) which request certain information for the district's consideration, such as the child's current legal residence and the school district where the student is currently residing, the public or private school at which he or she is currently attending, the basis for requesting release from the resident district, characteristics about the child and his or her educational performance and needs, and the specific building and grade level (elementary) or course offerings (secondary) in which the child desires to be enrolled if accepted by the district. Without submission and acceptance by the district of a new application each year, a nonresident student will not be re-enrolled in the district.

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.

Any student accepted in the district as a nonresident transfer student will not receive district transportation to and from school, unless otherwise required by state or federal law.

### Standards for accepting or rejecting an application

The superintendent will accept or reject an application for nonresident admission based upon the following criteria:

- A. Whether acceptance of a nonresident student would result in the district experiencing financial hardship (“financial hardship” does not include routine programmatic costs associated with serving additional disabled or non-disabled students), including but not limited to requiring district expenditures in excess of the state apportionment credit for that student;
- B. Whether the grade level or classes at the building where the student desires to be enrolled has the capacity for additional students, as determined by the district at the time of its consideration of the application;
- C. Whether appropriate educational programs, services, staffing, or other necessary supports are available to improve the student's condition as stated in requesting release from his or her district of residence and/or the application for nonresident admission; and
- D. Whether the student’s disciplinary records or other documentation indicate a history of disruptive behavior, convictions for offenses or crimes, 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 students; and
- F. Whether the student’s attendance in the district is otherwise likely to create a risk to the health or safety of the student, other students, or staff/volunteers.
- G. Whether enrollment of a nonresident student would conflict with a district innovation academy cooperative under RCW 28A.340.080.
- H. 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, in a timely manner, shall provide all applicants with written notification of the approval or denial of a nonresident student’s enrollment application. Any application is automatically denied if not responded to by the district within forty-five (45) calendar days of the applications receipt by the district. If the student is to be admitted, the superintendent or superintendent’s designee will notify the resident district and make necessary arrangements for the transfer of student records.

The parent or guardian may appeal the denial to the district’s superintendent or designee. Within five business days of the 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 in the district.

Revocation of admission decision

Admission of a nonresident student operates for no more than the applicable school year, and nonresident students must apply for admission for each subsequent school year for which they seek to attend school within the district.

Admission of a nonresident student may be revoked prior to the completion of the applicable school year if the application is subsequently determined to have been incomplete or inaccurate in any material fashion, or the student has demonstrated unremediated challenges with attendance, tardiness, discipline, or if continued enrollment poses a risk to the health or safety of other students or staff.

Additional considerations for acceptance and retention of students previously accepted as nonresident students include:

- A. Currently enrolled nonresident students must maintain grade level academic progress and demonstrate compliance with all applicable student conduct rules and behavioral expectations in order to continue enrollment as a nonresident student.
- B. Currently enrolled nonresident students shall have priority consideration for subsequent approval of annual applications for nonresident enrollment, subject to satisfactory compliance with conditions in “A”, above, and other nonresident admission criteria.

Any decision to revoke a student’s nonresident admission may be appealed pursuant to the application denial procedures set forth above, except when revocation is a result of falsification of an address.

Falsification of an address or residence (or conditions of living arrangement) to obtain a school assignment will be cause for the revocation of the student’s school assignment and return to the proper school of assignment and forfeiture of any future transfer rights through the highest grade level of that school. Any such revocation decision is a final decision of the District and may only be appealed pursuant to RCW 28A.645.010(1).

#### 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 to which the employee is assigned; 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 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);

- 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 28A.225.225 28A.225.230 28A.225.240 28A.225.290 28A.225.300 28A.250.070  WAC 392-137 392-137-190	Adults, children from other districts, agreements for attending school—Tuition Applications from nonresident students or students receiving home-based instruction to attend district school—Acceptance and rejection standards--Notification Appeal from certain decisions to deny student’s request to attend nonresident district -- Procedure Apportionment of credit Enrollment options information booklet Enrollment options information to parents Rights of students to attend nonresident School district for the purposes of enrolling in alternative learning experience programs - standard release form.  Finance--Nonresident attendance Appeal notice

Adoption Date: June 18, 1990  
Updated: August 16, 1993  
Updated: June 19, 1995  
Updated: November 19, 2001  
Updated: September 15, 2003  
Updated: December 20, 2010  
Updated: Reference only  
Updated: November, 2015  
Updated: February, 2016  
Updated: January, 2019  
Updated: May, 2019