

Nonresident Students

1. Students who live outside the district geographical boundaries and who wish to attend Grapeview School must:
 - a. Apply for a Choice transfer release request from the district in which they live. If approved, the resident district submits the Choice transfer request to the Grapeview School District online Choice Transfer System.
 - b. Complete a Choice Transfer Request Form to attend Grapeview School (initial request only). Receive approval/denial from the principal or superintendent.
 - c. Provide their own transportation to a designated location within the school's service area. School buses will not alter routes to transport a nonresident student to Grapeview School.
2. Choice transfer requests will be accepted as follows:
 - a. Choice transfer requests from children of full-time certificated or classified employees, who are requesting enrollment in Grapeview School District may be submitted beginning April 1.
 - b. For non-resident students currently enrolled and wishing to renew their Choice transfer request, families will be notified through email and may begin submitting requests April 15, for the following school year.
 - c. Families that are new to the district wishing to enroll their student(s) for the following school year, will be added to a wait list beginning April 15, and begin submitting Choice transfer requests August 1. The district will hold the request until class sizes are established and/or for a period of forty-five (45) calendar days. If enrollment has not been approved within forty-five (45) calendar days, a new Choice transfer request must be submitted.
3. Eligibility for a choice transfer will be reviewed and evaluated using the following criteria:
 - a. Whether the student is a child of a district employee subject to [RCW 28A.225.225](#).
 - b. The capacity of the building as determined by the district at the building in which the student desires to be enrolled. Grade levels that are designated by the district as "closed to transfers" do not have available space by definition.
 - c. The capacity of the program, grade level and/or classroom as determined by the district.
 - d. The availability of a program at the school to meet the educational needs of the student.
 - e. Whether approval would result in the district experiencing a financial hardship.
 - f. Whether the student's disciplinary records indicate a history of convictions for offenses or crimes, violent or disruptive behavior, or gang membership.
 - g. Whether the student has been expelled or suspended from a public school for more than ten (10) consecutive days.

- 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 of monthly progress evaluations.
4. If an applicant is eligible to attend Grapeview School but available space in a program, grade level and/or classroom is not sufficient to accept all applicants, choice transfer release requests will be reviewed and prioritized in the order listed below:
 - 1) A student who would be continuing enrollment.
 - 2) A student whose siblings are enrolled in Grapeview School.
 - 3) Following application of items one (1) through three (3) above, Choice transfer requests will be prioritized based on the date the request was submitted to the Grapeview School District office.
 5. A transfer may be denied or revoked if:
 - a. The student's disciplinary records indicate a history of convictions of offenses or crimes, violent or disruptive behavior, or gang membership.
 - b. The student has been expelled or suspended from a public school for more than ten (10) consecutive days or is currently under long-term suspension, expulsion or emergency expulsion. Customarily, a transfer will be revoked after suspension or expulsion has been imposed.
 - c. Enrollment poses a risk to the health and/or safety of other students and staff.
 - d. Acceptance of a nonresident student would result in the district experiencing a financial hardship.
 - e. Parents/guardians submitted false information to obtain enrollment, and/or parents/guardians are not cooperative concerning school district requests.
 - f. See section three for additional stipulations.
 6. Choice transfer requests for special education students will be referred to the special services department and their acceptance will be determined in accordance with federal, state and district guidelines.
 7. Parent/guardian consent to attend Grapeview School will be verified by his/her signature on the required Choice transfer request.
 8. Students who attend school while living in the district and move out of the district during the school year, must complete a Choice transfer request at the time of the move. Such requests shall be reviewed promptly under the criteria set forth in this procedure. If the request is approved, the student will be allowed to complete the current year in the district.
 9. The principal or superintendent, in a timely manner, shall provide all applicants with written notification of the approval or denial of the request. All Choice transfer requests must be acted upon by accepting or denying the request within forty-five (45) calendar days of receipt by the district. The district must make reasonable effort to deliver the written notification of denial to the applicant. If the student is to be admitted, the principal or designee shall notify the resident district and make necessary arrangements for the transfer of student records.

10. Choice transfer requests for nonresident attendance must be submitted annually. Nonresident students who received a Choice transfer in one school year do not automatically continue into the succeeding year. A Choice transfer request may be denied or revoked because:
 - a. District attendance boundaries are altered by Board action; or
 - b. The superintendent or designee has determined that there is not capacity at the building, program, grade level and/or classroom; or
 - c. The student violated the conditions listed in paragraph 5 above; which will result in the student returning to their resident district; or
 - d. A parent/guardian of the student residing outside the district's geographical boundaries failed to submit a Choice transfer release request on or before May 15 of each succeeding year.
11. If the request of a nonresident student to attend Grapeview School is denied or revoked, notification to the parent/guardian shall include the reason or reasons for denial and the right to appeal. The decision of the district to deny the admission of a nonresident student may be appealed to the State Superintendent of Public Instruction. The parent/guardian shall be advised of their right to appeal the denial under [Chapter 392-137 WAC](#) and provided with information about how to do so.
12. The agreement to accept a non-resident student **may be revoked at any time** due to enrollment criteria being compromised.

Admission or denial: Notice of decision and appeal of decision

The superintendent, 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.

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 eighth 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.
 - d. See additional stipulations listed in section three.