

Descriptor Term: VERIFICATION OF RESIDENCE

(Includes Students Living with Adult Other Than Parents or Legal Guardians)

Descriptor Code: JBCF

Rescinds: JBCF

Board Approved: 11/27/2006

Previously Approved: 5/11/1990

I. Policy

Definition of residence for school attendance purposes:

The student physically resides full time, weekdays/nights and weekends, at a place of abode located within the limits of the school district.

- A. Effective for the 1990-91 school year, the Gulfport School District will require students who are seeking to enroll or continue to enroll in the school district to register at the school they are assigned to attend. The District will verify the residence of each student.
- B. In succeeding years any new student enrolling or entering the District and any continuing students will be required to verify his or her residence address as herein provided as a part of the registration process.

II. Procedure

Each student must establish his or her residency in the following manner:

A. STUDENTS LIVING WITH PARENTS OR GUARDIAN

The parent or legal guardian of a student seeking to enroll must provide the District with at least two of the items (1. through 10.) listed below as verification of their address, except that **any document with a post office box as an address will not be accepted:**

- 1. Filed Homestead Exemption Application form;
- 2. Mortgage Documents or property deed;
- 3. Apartment or home lease;
- 4. Current bill from an installed utility;
- 5. Affidavit and/or personal visit by a designated school district official;
- 6. Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district;
- 7. and, in the case of a student living with a legal guardian who is a bona fide resident of the District; a certified copy of filed petition for guardianship if pending and final decree when granted. (also see JBCCB and JBCEB about guardianships)

B. HOMELESS CHILDREN

When a child is determined to be homeless as defined by the Stewart B. McKinney Act 42 USC Sections 11431(1), 11432(e)(4) and 11302(a), District will consider and take enrollment action that is in the best interest of the child pursuant to 42 USC 11432(e)(3).

C. STUDENTS LIVING WITH ADULTS OTHER THAN PARENTS OR LEGAL GUARDIANS:

1. The non-parent, non-guardian claiming District residency must meet the criteria of subparagraph II.A.1. through 6. above, required of a parent or legal guardian.
2. The District resident must provide the school with an affidavit stating his or her relationship to the student, and that the student will be living at his/her abode full time, and provide documentation fully explaining the reason(s) (other than school attendance zone or district preference) for this arrangement. The Board of Trustees or designee will make the necessary factual determinations under this subsection. Examples of situations where "in loco parentis" authority of an adult should be recognized to establish residency of the minor include but are not limited to the following:
 - a. Death or serious illness of the child's parent(s) or guardian(s);
 - b. Abandonment of the child;
 - c. Child abuse or neglect;
 - d. Unstable family relationships or undesirable conditions in the home of the child's parents or guardians having a detrimental effect on the child;
 - e. Students enrolled in recognized exchange programs residing with host families.
3. Whenever appropriate the person who has assumed responsibility for the care and custody of the child will be encouraged to obtain legal guardianship of the child.
4. The requirements of Section II. A. and C. above are minimum requirements as specified by the State Board of Education. The District may require additional documentation and verification at any time.
5. At a minimum, the District will maintain in a file a written instrument identifying the types of documents used to verify each student's residency, all executed Declaration of Residency Forms, and copies of any relevant guardianship petition or decree.
6. The provisions of this policy do not apply to students who reside outside

the District, but who have legally transferred into the District.