

NONRESIDENT STUDENTS

Consistent with RCW Chapter 28A.225, 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 for ancillary services, if any. All applications for nonresident attendance or home-based instruction will be considered on an equal basis.

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.

A parent or guardian shall apply for admission on behalf of his or her child by completing the appropriate district application. The superintendent will develop an application form which contains information including, but not limited to, the current legal residence of the child and the school district in which he or she is currently enrolled or receiving home-based instruction, the basis for requesting release from the resident district and the specific building and grade level (elementary) or course offerings (secondary) or other educational programs(s) in which the student desires to be enrolled if accepted by the district. All applications for nonresident admission shall be submitted upon the form designated herein and no other application form shall be accepted.

The district will 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 shall 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.

Accepting or rejecting applications

The superintendent will accept or reject an application for nonresident admission based upon any one or more of the following standards:

- A. Whether acceptance would result in a financial hardship for the district (“Financial hardship” does not include routine programmatic costs associated with serving additional disabled or non-disabled students);

- B. Whether capacity for additional students is available in the grade level, classes, or program(s) at the building in which the student desires to be enrolled;
- C. Whether sufficient and appropriate staff and resources and educational services are available to serve the educational needs of the student;
- D. Whether the student's attendance in the district is likely to create a risk to the health or safety of other students or staff or disrupt the education of other students;
- E. Whether the student's disciplinary records or other records indicate a history of violent or disruptive behavior or gang membership, or convictions for offenses or crimes (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); or
- 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.
- H. 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 of expelled or suspended students.

Notice of decision

The superintendent shall provide all applicants with written notification of the approval or denial of the application in a timely manner. 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.

Each application shall state the length of the acceptance, which shall not be longer than one school year and must also state the circumstances in which such acceptance may be terminated.

Rescinding the agreement

Any acceptance or nonresident admission may be terminated by the superintendent at any time before the end of the current school year if, in the professional judgment of the superintendent, 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 the student's attendance or behavior disrupt the educational program or process;
- B. Where, upon input from the student's study team or other team of qualified staff members, the superintendent determines that the district is no longer able to provide appropriate educational programs or services to the student within the district;
- C. Where the superintendent 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;
- D. Where the superintendent determines that the student's application for admission contained a material omission or misrepresentation of fact;
- E. Where the District's financial circumstances deteriorate during the course of the acceptance such that continuation of the acceptance cause a financial hardship to the district: or
- F. Where 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 will notify the parent or guardian in writing of the denial or termination and the reasons therefore and of the right to appeal the decision pursuant to RCW 28A.225.230(3).

The district reserves the right to decide prior to the beginning of a given school year to limit the scope of this policy and to decide not to accept applications for a specific program(s), service(s) or grade level(s), within a building(s) or within the district, due to a planned and/or an anticipated lack of capacity for non-resident students.

Children of full-time employees

- A. 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:
 - 1. At the school where the employee is assigned;
 - 2. 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

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3. 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.
- B. The district may reject the application of a student who is the child of a full-time employee if:
1. Disciplinary records or other evidence support a conclusion that the student has a history of convictions, violent or disruptive behavior, or gang membership; or
 2. 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
 3. 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.
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Cross References:	Board Policy 3121	Enrollment and Attendance Records
Legal References:	RCW 28A.225.220	Adults, children from other districts, agreements for attending school-- Tuition
	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
	28A.225.240	Apportionment of credit
	28A.225.290	Enrollment options information booklet
	28A.225.300	Enrollment options information to parents
	WAC 392-137	Finance--Nonresident attendance

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