

Trout Lake School District
Procedure 3141P

Nonresident Students School-age children who do not reside within the boundaries of the Bellevue School District (nonresident) will be considered for admission to the District. Applications will be treated in a fair and equitable manner toward all students.

A. Nonresident Children of District Employees

1. Employees assigned to schools: The District will accept applications from nonresident students who are the children of fulltime certificated and classified school employees, and those children will be permitted to enroll: a. At the school to which the employee is assigned; b. At a school within the feeder pattern leading to graduation.
2. Continued enrollment: Once enrolled within a feeder pattern, children of employees may remain enrolled until they graduate regardless of the parent's employment status.
3. Limitations: The district may reject applications of nonresident children of District employees if: a. The student's disciplinary records indicate a history of violent or disruptive behavior, or gang membership; b. The student has been expelled or suspended from a public school for more than ten consecutive days. Any policy allowing for readmission of expelled or suspended students must apply uniformly to both resident and nonresident applicants; c. Enrollment would displace a child who is a resident of the District, except that if an employee's child is admitted, that child shall be permitted to remain enrolled at that school, or in the feeder pattern, until he or she has completed his or her schooling.
4. Process: Nonresident children of employees who wish to attend a school in the Trout Lake School District must complete both of the following application forms: a. Choice Transfer Request obtained from the student's resident District to acquire a release from that District. This form must be submitted each year and should be completed prior to enrollment for the upcoming school year. b. Trout Lake School District Interdistrict Transfer Application for Nonresident Students (Exhibit A Procedure 3141P).

B. Nonresident Students

If the anticipated needs of District resident students and nonresident children of District employees can be met, nonresident students may be allowed to attend school in the District if there is space available. Reasons to accept/reject nonresident students are listed in Policy 3141.

1. Students moving out of the District: Middle or high school students moving out of the District may complete the current semester in their enrolled school/program but if they wish to continue attending after moving out of the District an Interdistrict Transfer Request form must be completed and all requirements must be met. A Choice Transfer Request must be obtained from

the student's resident District to acquire a release from that District. This form must be submitted each year prior to enrollment. A student who has been attending a school for a minimum of two years and during the last two grades of that grade span (e.g., Grades 4 or 5 for elementary) moves out of the District may continue to attend the same school even if the school is a "closed" school for new nonresident applications, provided an application is completed and that, aside from the "closed" status of the school all other requirements for the admission of any other nonresident student are met. Otherwise, students moving out of the District from "closed" schools must transfer to their new school District.

2. Fulltime enrollment required: Nonresident students are not accepted for less than fulltime admission.

3. Rejection or Termination of Interdistrict Transfer Applications: Enrollment is subject to approval by the District of a nonresident application. The District approve or reject applications within forty-five calendar days after receipt. After acceptance, continued enrollment is also subject to termination for nonresident students in the following situations: a. If, after an Interdistrict Transfer Application has been approved, it is discovered that the information provided was incomplete or has changed since the time the application was considered, and/or was materially misrepresented on the application; b. If the student is expelled from the District under the usual disciplinary process; or c. The student's disciplinary records while attending the District indicate a history of convictions for offenses or crimes, violent or disruptive behavior, or gang membership. If an application is denied or decision is made to terminate the Interdistrict Transfer, the parent/guardian will be notified in writing that they may appeal the termination to the Trout Lake School Board by submitting a written appeal notice to the District Superintendent's Office within ten calendar days after the notice of termination of enrollment is provided to the parent or adult. The Board will conduct an informal appeal meeting in closed session under RCW 42.30.140(2), with the parent(s) and Superintendent within fifteen school days after receipt of the appeal notice. The Board will issue a written decision within five school days after the meeting. Any decision of the Board to deny the appeal may be further appealed to the Office of the Superintendent of Public Instruction pursuant to WAC 392-137-190 and 392-137-195.