

Nonresident Students

Purpose

This policy establishes the district's intent to accept the enrollment of nonresident students desiring to attend school in Valley School District, and outlines the requirements for student transfers.

Scope

This policy applies to the Superintendent, administrators, staff, parents or guardians and students.

Policy

1. 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 Declaration of Intent to Provide Home-based Instruction and enroll for applicable ancillary services. All applications for nonresident attendance or home-based instruction will be considered on an equal basis.
2. The district annually will inform parents or guardians ("parents") of interdistrict enrollment options and parental involvement opportunities. Information on interdistrict acceptance processes will be provided to nonresidents on request. Providing online access to the information satisfies the requirements of this policy unless a parent specifically requests information to be provided in written form. Should a shared enrollment be requested, an Interdistrict Agreement Request form will be completed by the nonresident parent and submitted to his/her resident district for processing accordingly.
3. A parent will apply for admission on behalf of his/her child by completing and submitting an application titled the Choice Transfer Request form in their resident district, which will initiate the request to the nonresident district (Valley). The Choice Transfer Request form will be processed through the state Standard Choice Transfer System (SCTS).
4. A student who resides in a district that does not operate a secondary program will be permitted to enroll in secondary schools in the district in accordance with state law and regulation relating to the financial responsibility of the resident district.

5. STANDARDS FOR ACCEPTANCE

The Superintendent will accept, reject or rescind an application for nonresident admission on a case-by-case basis, based upon the following standards:

- (a) Whether acceptance of a nonresident student would result in the district experiencing significant financial hardship ("financial hardship" does not include routine programmatic costs with serving additional disabled or non-disabled students.)
- (b) Whether the grade level or classes in the program in which the student desires to be enrolled has the capacity for additional students.
- (c) Whether appropriate educational programs or services are available to improve the student's condition as stated in requesting release from his/her district of residence.

- (d) Whether the district has already accepted as many nonresident students for the school year as it is financially able to serve.
- (e) Whether the student's disciplinary records or other documentation indicate a history of violent or disruptive behavior 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).
- (f) Whether the student has been expelled or suspended from a public school for more than ten (10) consecutive days, in which case the student may apply for admission under the district's process for readmission and reengagement of suspended or expelled students.
- (g) Whether enrollment of a nonresident student would conflict with a district innovation academy cooperative under RCW 28A.340.080.
- (h) Whether the ALE student has more than three (3) consecutive unsatisfactory progress evaluations and there is no ALE course of study or another educational program offered by the district that would more appropriately meet the student's educational needs.
- (i) Whether the ALE student's parent failed to complete the enrollment process and contact with the parent could not be made to determine the educational choice for the student.
- (j) Whether the parent or guardian falsified or withheld information on enrollment documentation.
- (k) Whether the ALE student failed to attend any of the first fifteen (15) days of school and contact with the parent could not be made to determine if the educational choice for the student has changed.
- (l) Whether the ALE student has twenty (20) or more consecutive absences.
- (m) Whether the ALE student or parent of an ALE student is unwilling to demonstrate the necessary trust or respect that is required for a successful parent-partnership program.

6. CHILDREN OF FULL-TIME EMPLOYEES

- 6.1. Pursuant to RCW 28A.225.225, a nonresident student who is the child of a full-time certificated or classified school employee will be permitted to enroll:
- (a) At the school to which 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.
 - (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.
- 6.2. The district may reject the application of such a nonresident child of an 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.
 - (b) The student has been expelled or suspended from school for more than ten (10) consecutive days. (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) Enrollment of a nonresident child would displace a child who is a resident of the district.
- 6.3. If a nonresident student is the child of a full-time employee and has been enrolled under Section 1, the student must be permitted to remain enrolled at the same school or in the district's kindergarten through twelfth grade continuum until:
- (a) The student completes their schooling.
 - (b) The student has repeatedly failed to comply with the requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.
- 7. ADMISSION OR DENIAL: NOTICE OF DECISION AND APPEAL OF DECISION**
- 7.1. The Superintendent or designee, in a timely manner, will provide all applicants with written notification of the approval or denial of a nonresident student's enrollment application.
- 7.2. If the student is to be admitted, the Superintendent or designee will notify the resident district and make necessary arrangements for the transfer of student records.
- 7.3. If the application is denied or the transfer acceptance rescinded, the Superintendent or designee will notify the parents of the reason(s) for denial and the right to petition the Board of Directors, upon five (5) school business day's prior notice, for review of the decision and to have a hearing before the Board at its next regular meeting. Following the hearing by the Board, a final decision will be promptly communicated to the parent in writing.
- 7.4. The final decision of the district to deny the admission of a nonresident student may be appealed to the Office of the Superintendent of Public Instruction (OSPI) or his/her designee pursuant to the process detailed in RCW 28A.224.230(3).
8. Students are required to attend school in their resident district until the effective start date of the transfer. Approved choice transfers will be valid for one (1) year. Each school term a new Choice Transfer form must be completed and submitted in the student's resident district by the nonresident student as part of the enrollment process for this district.
9. The district's acceptance of a nonresident student transfer may be rescinded at the discretion of the Superintendent or designee if any of the circumstances change under which the transfer is granted as described in section 5 or 6 of this policy, in accordance with WAC

392-137. Should the student withdraw from the district or should his/her enrollment end for any reason, the choice transfer expires. The district will promptly notify the resident district of any change of circumstance affecting the choice transfer.

10. The Superintendent or designee will establish procedures for the implementation of this policy as needed to guide choice transfer processes for nonresident students in conjunction with use of the Standard Choice Transfer System.

Related Procedures

N/A

Policy Cross References

3140-Release of Resident Students

Policy Legal References

RCW 28A.225.220 – Adults, children from other districts, agreements for attending school — Tuition

RCW 28A.225.225 – Applications from school employees’ children, nonresident students or students receiving home-based instruction to attend district school — Acceptance and rejection standards — Notification

RCW 28A.225.240 – Apportionment credit

RCW 28A.225.290 – Enrollment options information booklet

RCW 28A.225.300 – Enrollment options information to parents

WAC 392-137 – Finance — Nonresident attendance

Management Resources

Policy & Legal News, October 2015 – Nonresident students policy updated

Policy News, June 2003 – Enrolling children of School Employees

Policy News, September 1999 – School safety bills impact policy

OSPI Bulletin No. 008-14 – School Apportionment and Financial Services/Digital Learning Department

Policy History

Action:	Date:
Approved by the Board	October 15, 2014
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