

Tumwater School District

Information Pertaining to Board Policy #5232

(Only pertinent information is included - This is not the entire Policy)

Application:

Nonresident students applying for enrollment in the district under this policy shall submit written applications (Inter-District Transfer Request Form) to the Superintendent or his/her designee prior to the last day of school (in June) of the preceding school year. All applications must be submitted annually and must be submitted on the designated form, no other form will be accepted. Space availability will be based upon anticipated enrollment by students resident in the district and students enrolled under any of the programs identified in paragraph 1 of Policy 5232. If the number of qualified applicants exceeds the capacity of the district, the number of students to be admitted, if any, will be determined by the following criteria (a) continuing enrollment at site or program, (b) siblings enrolled at same site, and (c) date of request. The application form shall be signed by the custodial parent or guardian of any student who is under eighteen years of age and shall require a minimum of the following information:

- Name of student;
- Residence of the student, and school district currently enrolled;
- Grounds for requesting admission;
- Desired building and grade level (elementary) or course offerings (secondary); and
- Authorization for release of student records, including disciplinary and health records from schools attended by the student or from other sources.

Criteria for Acceptance:

At the time of application, an applicant must submit written evidence of having been released by the school district in which he or she resides. Before acceptance, the district shall determine that each of the following conditions are satisfied:

1. Space is available in the grade level, program, classroom, or building in which the student applicant desires to enroll. For the purposes of this policy, "space" includes: (a) the capacity of the program, classroom or building to accommodate the student and (b) the capacity of a school to meet the educational and other needs of the student applicant.
2. The school that the student applicant wishes to attend has sufficient and appropriate staff and related resources available and offers a program that is suitable to meet the educational and other needs of the student.
3. The student applicant is not likely to be a health or safety risk to students or staff or to constitute a discipline problem. Given consideration of such factors as whether the student's disciplinary records indicate a history of violent and/or disruptive behavior, gang membership, a history of conviction of offense crimes, and/or whether the student has been expelled or suspended from a public school for more than ten (10) consecutive days.
4. Acceptance of the student applicant would not result in the district experiencing a financial hardship.
5. The student's attendance in the nonresident district makes him or her more accessible to the parent or guardian's place of work or to the location of childcare.

Duration:

Acceptance of a nonresident student under this policy will be on an annual basis. Any acceptance of nonresident admission may be terminated by the superintendent and/or his or her designee at any time if for any reason 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:

1. Where, upon input from the student's study team, if any, the superintendent or his or her designee determines that, for any reason whatsoever, the district is no longer able to provide appropriate educational programs or services to the student;
2. Where the superintendent or his or her designee 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; and
3. Where the superintendent or his or her designee determines that the student's application for admission contained a material misrepresentation or omission of fact.

Students with Disabilities:

Nonresident students with disabilities will continue to be considered for admission on a tuition-free basis pursuant to any applicable interdistrict cooperation program authorized pursuant to RCW 28A.225.250 and Chapter 392-135 WAC.

If a disabled student, eligible for special education services, is admitted under Policy 5232, the provisions of this policy will apply. In addition:

- a. The district will be deemed to be the resident district for the purpose of Chapter 392-171 WAC.
- b. Transportation shall be provided to the extent required as a related service.

Processing of Applications:

All applications for admission of nonresident students will be reviewed by the end of June of the preceding school year. When space limitations are a concern, all otherwise acceptable applications will be given conditional approval and will be considered as a group after the June application deadline using the procedures and criteria specified above.

Notification of Denials/Terminations:

Notification of denials/terminations and decisions by the Superintendent or his/her designee to deny or terminate admission shall be made in writing and shall specify the reason therefore and shall advise the student applicant and his/her parent or guardian that the Superintendent's decision may be appealed to the Board of Directors for consideration at its next regular meeting, provided that the notice of appeal is received in the Superintendent's office at least seven (7) calendar days prior to the meeting. Following Board consideration and action, the student and parent/guardian shall be promptly notified in writing of the Board's decision. If the Board rejects the application, the notice shall specify appeal rights to the office of the Superintendent of Public Instruction pursuant to RCW 28A.225.230(3).

Termination shall be effective ten (10) school business days following notice of final decision or, if no petition is made to the board, ten (10) school business days following notice of the superintendent's decision to revoke admission.