

## ADMISSION OF TUITION AND NON-RESIDENT STUDENTS

No person shall attend school, or send a pupil to the school, in any district of which he is not a resident without the consent of the District or of the school board. (RSA 193:12)

### **Admission:**

Pupils who do not legally qualify as "residents" of the School District in accordance with RSA 193:12 may request to attend schools in the Sunapee School District utilizing the following procedures:

Request for admission of non-resident students to Sunapee schools should be made through application by May first of each year. A committee will be appointed annually by the building principal to review all applications. In reviewing applications, the following criteria will be employed:

1. The educational needs of the applicant;
2. The applicant's prior commitment to education;
3. The applicant's prior behavioral record in school;
4. Space availability

Prior to interview any documentation or records will be released to the building principal including but not limited to: Report cards, Transcripts, IEP, 504, Court record. If documentation is not provided before the interview with the principal, the District reserves the right to rescind any decision once documentation is provided.

The applicant and his/her parents (legal guardians) shall be required to interview with the committee. After the interview with Principal the committee will review the candidate's application. If a candidate's application is approved by the committee, the student will enter into the school as a regular member of the community and will be judged accordingly unless contractual arrangements have been previously made with specific conditions identifying behavioral and/or performance exceptions (IEP's). A decision to deny enrollment of a non-resident student shall not be based, in whole or in part, on whether such student is a child with a disability as defined in RSA 186C:2,I, or a child that requires an accommodation under the Rehabilitation Act of 1973, as amended.

The applicant's acceptance may be contingent on a one marking period trial basis. Should the applicant not show commitment, his/her stay at Sunapee may be terminated at that time. At the end of each school year, each non-resident student's progress will be reviewed and, if deemed necessary, will not be renewed. Once a decision is made, it is final and no appeal process will be used.

**Tuition:**

All non-resident pupils shall be charged tuition based on a per pupil cost formula determined annually in accordance with state law and the tuition approved by the Sunapee School Board. When a sending district is responsible for tuition, the school districts shall enter into an agreement for payment of tuition. The tuition shall be billed quarterly in advance to the sending district or parent responsible for payment. The cost for the provision of special education and related services pursuant to RSA: 186-C shall be billed to the district in which the child resides as set forth in RSA 193:3, IV. Upon a child's enrollment, the Sunapee School District shall notify the district in which the child resides of the name, date of birth, address and grade assignment of the child. The same notification shall be made at the beginning of each school year for which the child is enrolled.

The District shall not provide transportation to and from school for non-resident and tuition students at District expense.

**Exceptions:****District Employees (Non-Resident Students)**

The District agrees to accept into Sunapee schools, subject to space availability and existing Board policy, children of professional staff who do not live in the District. Once accepted, staff children may continue in the District for as long as the parent is employed by the School District and are meeting all requirements listed within this policy.

Pupils of school personnel who do not legally qualify as "residents" of the School District in accordance with RSA 193:12, may request to attend schools in the Sunapee School District utilizing the following procedures:

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1. The educational needs of the applicant;
2. The applicant's prior commitment to education;
3. The applicant's prior behavioral record in school;
4. Space availability

Prior to interview any documentation or records will be released to the building principal including but not limited to: Report cards, Transcripts, IEP, 504, Court record . If documentation is not provided before the interview with the principal the district reserves the right to rescind any decision once documentation is provided.

The applicant and his/her parents (legal guardians) shall be required to interview with the Principal. After interview with Principal the committee will review the candidate's application. If a candidate's application is approved by the committee, the student will enter into the school as a regular member of the community and will be judged accordingly unless contractual arrangements have been previously made with specific conditions identifying behavioral and/or performance exceptions (IEP's). A decision to deny enrollment of a non-resident student shall not be based, in whole or in part, on whether such student is a child with a disability as defined in RSA 186-C:2,I, or a child that requires an accommodation under the Rehabilitation Act of 1973, as amended.

The applicant's acceptance may be contingent on a one marking period trial basis. Should the applicant not show commitment, his/her stay at Sunapee may be terminated at that time. At the end of each school year, each non-resident student's progress will be reviewed and, if deemed necessary, will not be renewed. Once a decision is made, it is final and no appeal process will be used.

Professionals utilizing this benefit will pay one-fourth (1/4th) of the District tuition for the level at which the child is attending.

Tuition payments must be made through payroll deduction.

The Board acknowledges the provisions of RSA 193:3 which state that the district in which the student resides shall retain all responsibility for the provision of special education, related services pursuant to RSA 186-C and associated cost.

Sunapee School District will provide the additional Special Education Services and Rates for Tuition Students who would need specialized services or supports. The cost will be the reasonability of the sending districts.

Enrollment of the non-resident is contingent upon Sunapee having an existing/budgeted program that can meet the child's needs and that the child's attendance in that program will not be contrary to the best interest of the District.

Only staff members whose children are residents of New Hampshire for school attendance purposes will be considered for possible tuition.

**Waivers:**

The Sunapee School District understands that there are certain exceptions and/or special considerations under which a waiver of tuition can be granted. Waivers can be granted under the following conditions:

- The admission on occasion of students from other countries who are the guests of district residents under exchange programs that have been recognized for purposes of school attendance by the Board.
- The Superintendent shall have the discretion to allow students to begin school in September if they plan to move into the District within 90 days. If they are not in

residence by January 1, they shall be charged tuition at a pro-rated basis on the most recent per pupil cost formula determined in accordance with state law. Likewise, the Superintendent shall have the authority to allow students to finish their school year in Sunapee if they move to a neighboring community within 90 days of the closing of school.

- The Superintendent shall have the discretion to allow a high school senior whose family moves during the student's senior year to continue to graduation.

*Statutory references:*

*RSA 193:12, Legal Residence*

*Requirement RSA 193:3, Change of  
School Assignment*

Second Reading & Approval:	January 11, 2012
Reviewed:	December 3, 2014
First Reading:	January 11, 2017
Second Reading & Approval:	May 3, 2017