

Series 5000

Students

Non-Resident Admission/Tuition

Nonresident Students

Definition. A nonresident student is a student who:

1. resides outside of the school district; or
2. resides within the school district on a temporary basis; or
3. resides within the school district on a permanent basis but with pay to the person(s) with whom the student is living; or
4. resides within the school district for the sole purpose of obtaining school accommodations; or is a child placed by the Commissioner of Children and Youth Services or by other agencies in a private residential facility. However, under this circumstance, children may attend local schools with tuition paid by the home district unless special education considerations make attendance in local schools and programs inappropriate. Children not requiring special education who live in town as a result of placement by a public agency (other than another Board of Education and except as provided otherwise in this paragraph) are resident students; those requiring special education may attend local schools (with special education cost reimbursements in accordance with statutes) unless special education considerations make attendance in local schools and programs inappropriate.
5. Children residing temporarily within the district because of family changes or children attending local schools residing temporarily outside of the district because of family circumstances. Approval shall not exceed sixty (60) days.

Nonresident Attendance Without Tuition. Upon written parental request, the Superintendent may allow nonresident students to attend school in the district without tuition for up to sixty (60) days under one or more of the following conditions:

1. A family moves from the district during the school year; however, the parent(s) or guardian will be responsible for transportation.
2. A family residing outside the district has firm plans to move into the school district within sixty (60) days as evidenced by a contract to buy, build, rent or lease. The parent or guardian will provide necessary transportation and all required documentation, by way of affidavit and/or that which is reasonably requested by the school administration, in a timely manner.

Should the student, for any reason, not be a resident of Eastford after the sixty (60) day period, the student may be allowed to continue in attendance as a tuition student at the full tuition rate.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

Series 5000

Students

Non-Resident Admission/Tuition

3. Children residing temporarily within the district because of family changes or children attending local schools residing temporarily outside of the district because of family circumstances. Approval shall not exceed sixty (60) days.

Exchange Students. No tuition is required for foreign students living within the district under the American Field Service Program or under other programs or circumstances approved by the board. Exchange students will be accorded all the rights and privileges of a resident student during the period of enrollment.

Nonresident Attendance With Tuition. Nonresident students, who do not meet one or more criteria under previous sections of this policy, may attend Eastford Elementary School only with payment of the base tuition payment. The Superintendent may approve nonresident student attendance with tuition if class size, transportation, and other considerations permit, and shall notify the board of education of all tuition approvals. Nonresident approval with tuition shall be for one (1) school year or less. The Board shall establish tuition rates annually.

For purposes of this policy and its associated administrative regulations, base tuition rate means the annual non-resident tuition rate approved by the Board each June for the following school year. Such rate is determined after taking into consideration the total budget for the District, less overall District costs for special education, transportation, and high school for resident students, and determining a per-pupil base tuition rate for non-resident students.

This policy does not obligate the Board to provide special education programs or services or create unique programs for students. If a non-resident student is enrolled or continued in enrollment in the District and such student is eligible for services under the Individuals with Disabilities Education Act (“IDEA”), the Board shall not act as the local education agency for such child. In instances where special or additional services are provided for a non-resident student, a supplemental tuition or fee may be charged based upon the actual costs associated with providing the special or additional services, provided such fees are justified by a substantial increase in costs to the District, and in accordance with applicable law.

This policy does not obligate the Board to provide transportation to non-resident students. All non-resident students or their parents or guardians, or the school district of residence, shall provide necessary transportation to and from school.

The Board authorizes the Superintendent to accept non-resident students in the District and to develop administrative regulations to implement this policy.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

2

Eastford Board of Education

Series 5000

Students

Non-Resident Admission/Tuition

Legal References

Connecticut General Statutes § 10-184

Connecticut General Statutes §10-186

Connecticut General Statutes §10-253

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

Eastford Board of Education

Series 5000

Students

Non-Resident Admission/Tuition

ADMINISTRATIVE REGULATIONS

The Eastford Public Schools (the “District”) recognizes the potential benefits to the student body and community of permitting non-resident students to participate in the educational programs offered at Eastford Elementary School. The attendance of non-resident students may require the payment of tuition or may, under specific circumstances, be provided tuition-free or at a discounted tuition rate, subject to certain adjustments and in accordance with applicable law. In accordance with Eastford Board of Education (the “Board”) policy, the following provisions shall apply to the admittance of non-resident students.

I. General Provisions:

The following terms and conditions are to be used as guidelines when determining eligibility of non-resident students enrolling or continuing in the Eastford Elementary School:

- A. The Superintendent or designee may approve the enrollment or continuation of a non-resident student in attendance at Eastford Elementary School if class size and the availability of resources permit. Decisions regarding class size and/or the availability of resources shall be made by the Superintendent or designee.
- B. The Superintendent or designee shall not hire additional staff to permit enrollment or continuation of non-resident students. If staffing is insufficient to permit enrollment or continuation of a non-resident student, then the non-resident student may not be enrolled or permitted to continue.
- C. Non-resident students shall be assigned to whichever class the Superintendent or designee deems appropriate.
- D. Non-resident student attendance shall be for one school year or less unless such attendance is extended at the discretion of the Superintendent or his/her designee.
- E. If a non-resident student is enrolled or continues in enrollment in the District and requires specialized programming, the cost of which exceeds per pupil expenditures (*i.e.*, the base tuition rate) or the discounted tuition rate, a supplemental tuition or fee may be charged based upon the actual costs associated with providing the special or additional services, provided such costs are justified by a substantial increase in cost to the District, and in accordance with applicable law.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

4

Eastford Board of Education

Series 5000

Students

Non-Resident Admission/Tuition

- F. Application for enrollment shall be made in writing annually on a form supplied by the Superintendent or designee. Enrollment, if approved, will be conditioned upon annual execution of a formal contract between the Board and the parent or legal guardian.
- G. No student applying for initial or continued enrollment shall be enrolled in Eastford Elementary School until the Board has received tuition payment on behalf of such student in accordance with Section II, below.
- H. The non-resident student's immediate past principal or responsible administrator must make a recommendation on behalf of the child, attesting to the child's good citizenship, in order to be eligible for initial or continued enrollment. This provision does not apply for students who have never attended a public or private elementary or secondary school before.
- I. The District shall have no responsibility for transporting a non-resident student to or from the District schools and the student's residence.
- J. A non-resident student's enrollment and continuation in the District is contingent upon compliance with the contractual agreement between the Board and the parent or legal guardian.
- K. A non-resident student's continuation in the District will be contingent upon the student's compliance with all applicable rules and regulations of the Board and the individual school, satisfactory attendance and academic progress, and the availability of staff and school resources. The Superintendent or designee may terminate the non-resident student's enrollment at any time if, in the Superintendent's opinion, continuation is not in the best interest of the school system or the student.

Only non-resident students who meet the criteria set forth in the Board's policy and these administrative regulations may enroll or continue in enrollment within the District.

II. Tuition Students:

- A. An annual base tuition rate for non-resident students to attend Eastford Elementary School shall be set by the Board of Education, in accordance with the associated Board policy. Additional educational and/or support programming or costs shall be determined on an individualized basis for students in accordance with the contract between the Board and the parent or guardian. Any additional charges shall be justified by a substantial increase in cost to the District.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

Series 5000

Students

Non-Resident Admission/Tuition

- B. Tuition and additional fees, if applicable, for the entire school year must be paid at least fifteen (15) days prior to the beginning of the school year. Students who fail to make payment for the entire school year by such date shall not be eligible to enroll in the District for that school year but may reapply the following year. In the event a student withdraws from District schools or otherwise no longer attends school within the District in the middle of the school year, pro-rata fees will be refunded.

III. Waiver of Tuition for Certain Students:

Upon written request by a parent or legal guardian, if the general conditions above are met, the Superintendent or designee may allow non-resident students to attend District schools tuition-free under one or more of the following circumstances:

- A. A student whose parent or legal guardian has purchased or leased property in the District and expects to occupy such property within sixty (60) days of the student's registration will be allowed to register in the District, provided that sufficient documentation is provided, as determined by the Superintendent or designee. If residency is not achieved by the stated date, the parent or guardian is responsible for the paying a pro-rated tuition based on the student's dates of attendance in the District.
- B. With written permission of the Superintendent, a student whose parent or legal guardian moves out of the District on or after April 15 of the relevant school year will be permitted to finish the school year in the school the student had attended prior to the parent or legal guardian's move.
- C. A student whose parent or legal guardian has moved out of the District may continue in the District, in the school the student had attended, until the end of the current marking period with the written permission of the Superintendent.

IV. Enrollment, Tuition and Fees for Children of Non-Resident Board of Education Employees:

- A. Children and grandchildren of non-resident Board employees may be allowed to attend Eastford Elementary School, following a written request and upon written approval by the Superintendent or designee. For purposes of this policy, a "child" of an employee is a minor child related to the employee by blood, marriage, or adoption of the minor child by the employee. For purposes of this policy, a "grandchild" of an employee is a minor child related to the employee by blood, marriage, or adoption of the minor child by the child of the grandparent. The guidelines in Sections I and II shall apply to such requests, except for the tuition rates, as described below.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

6

Eastford Board of Education

Series 5000

Students

Non-Resident Admission/Tuition

- B. The annual tuition for children and grandchildren of non-resident Board employees shall be based on the full-time staff member's length of continuous service in the Eastford School District.
1. 0-5 years of completed service – The discounted tuition rate will be ninety percent (90%) of the base tuition rate calculated in June of the year prior to attendance.
 2. 6 or more years of completed service – The discounted tuition rate will be seventy-five percent (75%) of the of the base tuition rate calculated in June of the year prior to attendance.
- C. If specialized programming or services are required for the non-resident student, the non-resident employee may be charged additional fees in accordance with the tuition contract between the Board and the non-resident student's parent(s) or guardian(s), in accordance with applicable law. Any additional charges shall be justified by a substantial increase in cost to the District.

Policy adopted: 10/14/99

Policy revised: 4/10/08, 4/14/22

Eastford Board of Education

Series 5000

Students

Non-Resident Admission/Tuition

Eastford Public Schools
Request for Enrollment of Out-of-District Student

Request form must be completed and submitted by the student's parent or guardian. The student's transcripts or report cards for the last two years must be attached to the initial enrollment request. Completed forms should be submitted to the Superintendent of Schools at 12 Westford Road, Eastford, CT 06242.

Name of Student: _____

Grade at Time of Request: _____

Name of Requesting Parent or Guardian: _____

Phone Number: _____

Address: _____

Is this an initial enrollment request or request for continued enrollment? _____

For initial enrollment, please give reason for request: _____

I have read the policy and administrative regulations regarding Non-Resident Admission and Tuition (Policy 5118) and understand that enrollment, if approved, is subject to the terms and conditions stated therein and the terms and conditions of a contract between me and the Eastford Board of Education. I further understand that tuition payment will be payable fifteen (15) days prior to the beginning of the school year. I understand that that my child will not be allowed to enroll or continue as a student in the Eastford Public Schools if payment is not made at the times identified in the policy, administrative regulations, and contract.

Parent/Guardian Signature

Date