

EXPLANATION: HB 563 (2021) AMENDED KRS 158.120 TO REQUIRE THAT BY JULY 1, 2022, LOCAL BOARDS ADOPT A NONRESIDENT PUPIL POLICY TO GOVERN THE TERMS UNDER WHICH THE DISTRICT SHALL ALLOW ENROLLMENT OF NONRESIDENT PUPILS.

FINANCIAL IMPLICATIONS: NONRESIDENT PUPILS WILL BE COUNTED IN ADA FOR STATE FUNDING

DRAFT 6/17/2022

STUDENTS

DX09.12 AP.22

Nonresident Student Enrollment

NONRESIDENT TRANSFERS

Those nonresident pupils requesting enrollment in a school in Clark County, Winchester, Kentucky for the ***first time*** shall follow these procedures:

- 1. Nonresident Student Transfer/Registration Form completed 09.12AP.21, delivered/mailed to the DPP office at 1600 West Lexington Ave, Winchester, KY 40391 or FAX 859-745-3935**
- 2. Upon approval the DPP's office will contact the parent/guardian for the enrollment process, (OLR).**
- 3. Complete the school's enrollment forms(OLR), and provide required enrollment documents and must be signed by the parent/guardian(s).**
 - Report card and other academic information.
 - **Student's physical/eye/dental examination (where required), State certified birth certificate and immunization records.**
4. Nonresident pupils will only be **enrolled** when they can be assigned to classes where the enrollment is below the allowable maximum, (capacity).
- 5. A student expelled/convicted from his/her previous school/county during the last school year must have;**
 - **Nonresident Student Transfer/Registration Form completed**
 - **Board approval before being admitted**
 - **His/her records, experiences and capacity reviewed before permission is granted for enrollment.**
6. When the number of nonresident students must be limited due to enrollment capacity, the following priorities will be observed:
 - Those nonresident students attending school in this District last year will have priority over new applicants.
 - Siblings of nonresident students already attending school in the District shall have priority over new applicants who do not have siblings currently enrolled.

Nonresident Student Enrollment

NONRESIDENT TRANSFERS (CONTINUED)

- Students of District employees will have priority over new applicants.
- When priorities are equal, the date of application will be the determining factor for enrollment
- 7. Nonresident pupils may be enrolled to the District's schools in accordance with Board **policies** and procedure 09.12, **09.1222, and 09.124: 09.12AP.21, 09.12 AP.22.**
- 8. **The decision of the DPP in granting enrollment of nonresident pupils is final. The decision of the Board shall be final when admitting expelled/convicted students.**
- 9. **Beginning with the 2022 – 23 school year an annual \$500.00 computer and supply fee will be required for first time nonresident students at the time of accepted enrollment.**
- 10. **Method for first time nonresident transfer student.**
 - a. **Capacity is defined in Clark County by grade level current enrollment numbers. These numbers shall not exceed appropriate pupil per classroom while leaving numbers for Clark County resident _____growth per grade level/per school.**
 - b. **Clark County will only accept nonresident student transfer/registration forms from July 5, 2022 (of the current school year) through August 5, 2022. With the exception of families that move out of Clark County during the school year.**
- 11. **School preference will be determined by capacity, not request.**
- 12. **All nonresident students that are accepted in Clark County are for one year school terms only. The process must be renewed each school year.**
- 13. **Transportation for non-resident students is not provided.**
- 14. **Employees of CCPS will not be charged the \$500.00 fee.**

If admitted, new students must submit the following:

- **Report card, transcript or other academic information.**
- **Birth certificate**
- **Report of student's behavior or conduct including, but not limited to, physical violence and disciplinary action taken.**
- **Statement of student's attendance.**
- **If applicable, documentation regarding any services or accommodations required to educate the student, IEP/504. (For placement purposes only – not a determining factor in granting acceptance.)**

Nonresident Student Enrollment

STATUS OF NONRESIDENT STUDENTS

Nonresident students are accepted in the district for one school year term. Student must remain in good standing. During the school year, the student is expected to abide by all school rules, the Clark County Code of Acceptable Behavior, Clark County Board policies, and is subject to the disciplinary procedures as set forth therein. During each school year, the Board may remove or dismiss a nonresident student for misconduct pursuant to KRS 158.150 following applicable due process procedures.

At the end of the school year, a nonresident student may be dismissed due to factors such as:

- **Poor attendance (six (6) or more unexcused absences or tardies)**
- **Behavior Issues (Referrals, In-School or Out-of-School Suspension)**
- **Poor academic performance (failure to demonstrate desire to learn and/or failure to follow academic directions.**
- **Chronic disruption of the school environment by the student**
- **Expulsion/Conviction**

RELATED POLICIES:

09.12 (all procedures)

09.1222; 09.124 (all procedures)