

BP 5116.1 Enrollment of Out-of-District Students

The Board, recognizing that an educational requirement of its resident students includes the need for an orderly educational process and environment free from disruption, overcrowding, and any kind of violence or disruptive influences, hereby establishes criteria for the admission of out-of-District students. These will not apply to students whose parents/guardians move into the District or students who are eighteen (18) years or older who move into the District.

1. Admission to the District as an out-of-District student is a privilege except as provided by in Alaska Statutes. As such, the District will screen all out-of-District students and approve enrollment for those who meet the criteria set forth in this policy. Students wishing to be admitted must submit an out-of-District application form to the building principal, Superintendent, or designee.
2. The Superintendent or his/her designee is hereby given the authority to admit or deny a student's admission in accordance with this policy. Students denied admission by the Superintendent may appeal to the Board at the next regularly scheduled Board meeting. The Board shall make the final decision on admission.
3. No out-of-District student will be allowed to enroll in the District after the fifteenth (15th) day of September without written approval of the Superintendent/designee. Exception: Students moving into the area who had no chance of enrolling in the District as a first (1st) choice enrollment before the above deadline ~~will be considered for enrollment~~.
4. Out-of-district students not maintaining a previous continuous enrollment in Southeast Island Schools will be subject to the following criteria when making application for enrollment and must provide proof of the following to the superintendent/designee before admission:

The student applying for enrollment must:

- A. Be at least 4 years old but not yet 19 years by August 15 of the school year in question;
- B. Be in good standing with the school(s) attended during the present and previous school year;
- C. Provide an attendance record free of truancy;
- D. Provide a clean behavior record in the school last attended for a period of at least one (1) year;
- E. Be within the district's established transportation routes or agree to provide personal transportation for the duration of enrollment in the district;
- F. Have no criminal record;
- G. Have correctly completed the out-of-district application process.

The student will not be considered for admission if the student's enrollment would:

- A. Require hiring additional staff;

- B. Require additional educational services not currently provided in this school district;
 - C. Create overcrowding of existing classes.
5. Students who have maintained previous continuous enrollment in the District will not be required to reapply for admission, until and unless that enrollment is broken by transfer to another District and/or failure to enroll prior to the deadline established in (3) above.
 6. The District reserves the right to consider additional criteria in the event unforeseen circumstances or requests present themselves.

Transfer Students

Students transferring into the District from other schools may receive academic testing to determine appropriate educational placement.

Non-accredited Private School Transfers

Students transferring from private schools not accredited by the Alaska Department of Education and Early Development:

1. May be tested by the District principal or his/her designee.
2. Will be placed at the grade level deemed appropriate as a result of testing. If performance in the classroom indicates inappropriate placement was made, appropriate adjustments may be made by the District principal.
3. Will be awarded high school credits as deemed appropriate as a result of testing and/or assessment of the previous program and course work by the District principal and Superintendent.
4. Will be notified in writing of the credits awarded and the graduation requirements to which they will apply. The credits will be recorded on the transcript as "pass" and will not become part of the grade-point average calculation.

Legal Reference:

Approved 5/22/06

Revised 10/27/10

Adoption Date: 04/09/98

Southeast Island School District