

## ADMISSION OF NONRESIDENT STUDENTS

### **General Statement of Policy:**

The Plattsburgh City School District recognizes its primary obligation to provide a free public education to all school age children who reside within the District. When the Superintendent of Schools determines that classroom space is available within the District and the District is able to offer such placement without, as best as may be projected, incurring any additional cost to the taxpayers of the Plattsburgh City School District, it shall be the policy of the Board of Education to admit nonresident students to its schools upon the payment of tuition, as set by the Board of Education in accordance with the laws and regulations of the State of New York.

This policy shall have no application to determinations by the committee on special education or a designated screening committee's review and consideration of a student referred to the district on from another public school district's committee on special education for consideration of placement into one of the District's special education programs under Education Law §4401(2)(b); Part 200 of Commissioner's Regulations or the Individuals with Disabilities Education Act.

1. Nothing in this policy shall authorize the admission or maintenance of a nonresident student whose admission / maintenance as student in the district requires any additional expenditure(s) to the Board of Education, the hiring of additional staff or a waiver of an existing classroom teacher student ratio, as established by law, board policy, contract, or regulation.

Notwithstanding its general policy, tuition shall not be charged for those non-resident students according to the following *exemptions from tuition*:

1. Future Residents are the children of families who have signed a contract to buy or build a residence, within 60 days of enrollment, in the school district. Upon providing the District a dated and signed commitment letter from a bank/mortgage broker indicating the expected closing date; or if there no bank/mortgage broker involved, a statement from the buyer's attorney indicating an expected closing date, such children may be enrolled for up to 60 days without paying tuition.
2. Former Residents are those regularly enrolled children of families who have moved out of the school district during the school year. Such children who have moved during the last marking period may complete that school year without paying tuition. In addition, students who are enrolled in grade 12 and move out of the school district after the start of the their 12<sup>th</sup> grade/senior year, may complete the balance of said year without paying tuition.
3. At the discretion of the Board of Education.

Non-resident students shall be admitted to the extent space is available in existing classrooms and upon a determination that the needs of the students can be met, as best as may be projected, within the District's existing programs and by the District's existing staff.

**Terms and Conditions Governing the Admission of Non-Resident Students**

The Superintendent of Schools shall be authorized to admit a non-resident student upon his/her determination that:

- The student's educational needs can be met by existing staff;
- Such admission shall not, as best as may be projected, require the expenditure of additional local funds or the hiring of additional staff; and
- The student's admission shall not cause a classroom to exceed student capacity as defined by law, regulation, board policy, or administrative discretion.
- The student is determined to be a student in good standing in his/her district of residence (*i.e.* is not on academic probation or otherwise the subject of any out of school suspensions in the past school year).

As a condition of acceptance of a non-resident student, the Parents of such student and the student, as applicable, agree to the following:

- The Parents shall be responsible for arranging the transportation of the student to and from the District and shall provide the District with the name of another adult who shall be responsible for the transportation of the student, if the parent is not available, in the event of early dismissal.
- Failure to make appropriate arrangements for the transportation of a non-resident student, including on days requiring early dismissal due to emergency or otherwise, may result in the student's dismissal.
- The student shall be subject to the same rules governing student attendance and student discipline as resident students and shall be required to comply with the same rules. Any violations of school rules, including, but not limited to, excessive tardiness, truancy or other infractions that would result in the suspension of a resident student from school, may constitute a basis for the student's immediate dismissal.
- Prior to such dismissal, the District shall provide the Parent with written notice of the basis for its determination and shall notify the Parent of the right to request an informal conference with the Superintendent of Schools, who shall provide an opportunity for the Parent and student to present their concerns.
- The decision of the Superintendent shall be final except a parent may appeal such decision to the Board of Education within 30 days of such determination upon written notice with a statement of the reasons for such appeal.
- A non-resident student dismissed for disciplinary reasons or nonattendance pursuant to this policy shall not be readmitted under this policy.

- Extra Curricular Activities - To the extent otherwise eligible, all non-resident students admitted pursuant to this policy shall be allowed to participate in all activities/sporting opportunities to the same extent as resident students of the District, except that the Parents of such students shall be responsible for their transportation from any after school activities to their home. Participation in interscholastic athletics shall also be subject to the rules of New York State Public High School Athletic Association.

### **Policy Review**

Nothing in this policy shall require the District to assume responsibilities for the education of a non-resident student beyond those specifically outlined above. All services not specifically referred to herein shall remain the obligation of the student's district of residence, including, but not limited to, kindergarten screening, any referrals, evaluations and program reviews by the committee on special education, the provision of any special services to which the student may otherwise be entitled which are not available within the District in a manner consistent with the terms and conditions of the policy set forth herein.

### **Siblings**

Nothing in this policy provides for the automatic admission of a non-resident student on the basis that a sibling is admitted.

### **Tuition Fees**

The Board of Education shall set tuition fees each fiscal year. Tuition shall be paid in advance by one of the two following methods:

1. Full tuition paid by September 1<sup>st</sup>, or;
2. In two equal installments payable September 1<sup>st</sup> and January 15<sup>th</sup> of the applicable school year.

Nonresident students will not be permitted to attend the school district if tuition payments are not timely made. However, an extension of forty-five (45) days for each payment will be granted for extenuating circumstances, as approved by the Superintendent of Schools.

### **Reduction of Tuition for Part-time, Senior Year Students**

Tuition may be reduced during a nonresident student's senior year (aka 12<sup>th</sup> grade year; ie. culminating year of secondary school studies), according to an X/6 formula, wherein X represents the actual number of courses for which the nonresident student is registered. The product of this reduction formula will be applied to the secondary-level, Board-approved tuition rate so as to determine the part-time Senior-year student's pro-rated tuition.

Ref: Education Law §§2040; 2045; 3202  
8 NYCRR Part 174

Adoption date: March 23, 2006

Revised: December 20, 2007, December 10, 2009, February 25, 2016