

Manitou Springs District 14 Board of Education Policy

Policy Code: JFBAA (x.-6)

Policy Name: Non-Resident School Attendance Requirements

Adopted: November, 1995

School District 14 may admit students who are not legal residents of the district. No tuition will be charged. Approval for admission must be secured from the Superintendent and the building principal. **Nonresident students must reapply each year. Attendance during any year does not guarantee the student privilege to attend in any subsequent year.**

School of Choice (Non Resident) Administrative Guidelines

Manitou Springs School District 14 will consider admission requests from Colorado students who do not reside within the boundaries of the school district, but who wish to attend a particular school within the district, using the following guidelines. Before considering requests for admission from nonresidents, priority shall be given to resident students and returning non-resident students.

I. Determination of Residency and Guardianship

Any questions about a student's residency and legal guardianship must be resolved to the School District's satisfaction prior to an admission decision.

II. Application Process

- A. If "Manitou Springs District 14 School of Choice Application" information is found to be inaccurate or falsified, a decision to accept a student may be revoked, even if the student has begun attending District 14. (See subsection 3G herein.)
- B. A complete and accurate application must be submitted to the principal at the school to which the application is directed.
- C. The Manitou Springs High School application will include an essay drafted by the student making application. This essay will assist the student in reflecting upon his/her educational needs.
- D. At his/her discretion, the principal may request a meeting with the parents and student.
- E. As necessary, the appropriate principal will check with the student's previous school prior to granting admission.
- F. Applications will be completed by the following dates:
 - June 1: Attending Choice students wishing to continue in District 14.
 - June 1: Resident students who have become nonresidents and wish to continue in District 14.
 - July 1: New Choice applications.
- G. Notification of application status will be issued by the principal by the following dates:
 - June 15: Attending Choice students wishing to continue in District 14.
 - June 15: Resident students who have become nonresidents and wish to continue in District 14.
 - Aug 1: New Choice applications.
- H. Applications not fitting this time frame will be processed on a case by case basis within the stated policy and guidelines.

III. Grounds for Denial of Admission or Re-Admission

- A. A lack of space or instructional staff in a particular requested class or program.
- B. The school does not offer appropriate program or is not structured or equipped with the necessary facilities or staff to meet the special needs of the student. The District's ability to meet the unique needs of a students shall be based upon consideration of:
 - 1. A review of the student's program from the school of record at the time of application by District 14 personnel.
 - 2. Space availability in an appropriate program provided by District 14.
 - 3. For re-admission purposes, district personnel will evaluate the District's ability to offer a safe program which successfully meets the unique needs of the student.
- C. The student does not meet established eligibility criteria for participation in a particular program, including age requirements, course prerequisites, and required levels of performance as required of resident students.
- D. The student was expelled from another private or public school during the preceding twelve months.
- E. The student's behavior in another private or public school during the preceding twelve months was detrimental to the welfare or safety of other students or school personnel, as determined by the principal and superintendent.
- F. The student has graduated from the 12th grade of any school or has completed the equivalent of a secondary curriculum.
- G. Any resident or nonresident student admitted will be admitted on a conditional basis, and if it is subsequently determined that the information provided in the application is inaccurate or falsified, a decision to accept a student may be revoked, even if the student has begun attending District 14.

IV. Athletics/Extracurricular Activities:

Choice students who enroll in the district in accordance with policy and guidelines have the same curricular and extracurricular status as all students in District 14 subject to CHSAA rules and regulations.

V. Change in Resident Status

- A. Resident students who become nonresidents between school years are subject to the following requirements:
 - 1. The parent or guardian must submit a "Manitou Springs School District 14 School of Choice Application."
 - 2. The application will be considered subject to district policy and guidelines.
- B. Students who become nonresidents during the school year shall be permitted to complete the school year and must apply as a Choice student for the next school year. Application approval will be subject to district policy and guidelines.
- C. Students who become nonresidents either during or between school years shall be given admission priority and wait list priority over new Choice applicants.
- D. Parents must inform the school of any change in residency. Failure to inform the school could result in denial of application,

VI. Admission Considerations: In order to meet the needs of all students, to attract and retain quality employees and to honor choice families and children who have become established in our school community, principals will consider the following non-prioritized factors for determining admission.

- A. Student/teacher ratios.
- B. Availability of staff and facilities relative to the needs of the student making application.
- C. The student is the child of an employee.
- D. The student is changing from resident to non-resident status.
- E. The student has siblings already in the district.
- F. The order in which the application was received.

VII: Wait List

Students who are denied admission due to lack of space in a particular program (See subsection III. A herein.) will be placed on a wait list and will be offered admission should space become available.