

ELIGIBILITY OF RESIDENT / NONRESIDENT STUDENTS

- I. The Board of Education establishes the following residency policy for determining eligibility to attend the schools of this District.
 - A. The Board will educate, tuition-free, students who are legal residents of the District. Proof of residency will be required for registration in the District except for homeless children. Homeless students unable to provide such proof will be enrolled immediately.
 - B. A nonresident student may apply for full-time enrollment in the District under the open enrollment program, as outlined in Board Policy 5113 – Full-time Public School Open Enrollment.
 - C. Foreign students, participating in a recognized, foreign-exchange program and living with a resident host family, will be admitted tuition-free. A maximum of five (5) foreign-exchange students per semester will be accepted.
 - D. A pupil whose parent or legal custodian is a resident of this state, but not a resident of the school district may apply to the district for enrollment in the school district. The application shall be accompanied by a written declaration of the parent or legal custodian that residence will be established in the school district by a specified time. If facilities are adequate, the school board may permit the pupil to enroll in the district, and may require prepayment of a tuition fee for 9 school weeks or may waive the tuition requirement for that pupil. If the parent or legal custodian establishes residence in the school district within such 9 school weeks, the school board shall refund the tuition fee. If such residence is not established there shall be no refund of the tuition fee, but another written application for enrollment may be filed for the next succeeding 9 school weeks and, upon prepayment of a tuition fee for such 9 school weeks, the school board may permit the pupil to continue enrollment or reenroll. If the parent or legal custodian establishes residence in the school district within the second 9 school weeks, the school board shall refund the tuition fee for the second 9 school weeks.
 - E. Upon request of a student's parent or guardian, a student who has attained 12th grade status in the Port Washington Saukville School District, and is a resident of the district at the time of gaining such status shall be allowed to complete 12th grade without payment of tuition, even though the pupil is no longer a resident of the school district.

- F. A resident student, otherwise eligible to attend school in the District, may be denied admission when he/she is still under an expulsion order from the present or a previous school district unless otherwise determined by the Board of Education.
 - G. Students enrolled in the special education program of this District whose parents do not reside within the District may attend as tuition students with tuition computed pursuant to 121.83(1)(c) Wis. Stats.
 - H. Minor students, residing in the district but not living with a parent or legal custodian and who have been emancipated – such as by marriage, formal or informal agreement, or parent abandonment, may establish his/her own residence and may continue enrollment or enroll in the district.
 - I. Tuition students may be accepted in accordance with State law and the approval of the Superintendent. The District shall waive tuition when required by State law to do so.
- II. Any student seeking entrance into the School District must reside within the established boundaries of the District, except as otherwise provided by State statute.
- A. The School District shall accept elementary and secondary transfer students from other schools. Families who move into the District after registration are encouraged to contact the District office as soon as possible.
 - B. The administration shall verify the age and residence of children enrolled in the District schools. Immunization records of students admitted to the District's elementary and secondary schools shall be presented as required by law.
 - C. The school principal shall have authority to determine the grade level at which a student shall be placed. The Superintendent, or designee, shall assign a student to a school.
- III. Students entering the District from a home-based private educational program shall be required to provide evidence of academic accomplishments as described in administrative guidelines. When such information is not available, or a recommendation is made by the administration, students will be academically tested for placement in the School District.
- IV. Older Students – An adult student who is a resident of the District and over 20 years of age may enroll in a class with the approval of the school principal.

Legal reference:

121.77 et seq., 880.04, Wis. Stats.

Sections 121.81 (2)(a), 121.81 (1)(b), 115.00(38), 115.77, 118.13, 118.14(2), 120.13(1)(f), 252.04, Wis. Stats.

PI9 Wis. Adm. Code

Thayer Ruling

42 U.S.C.11431

McKinney-Vento Homeless Assistance Act

Cross reference:

Administrative Guideline 2260 – Complaint Procedures

Board Policy 5112 – Entrance Age

Board Policy 5113 – Full-Time Public School Open Enrollment

Board Policy 5120 – Student Placement

Approved: 1/24/05

Revised: 8/27/07; 3/12/15, 1/11/16

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us