

ADMISSION OF NON-RESIDENT STUDENTS

It is the policy of the board that no person shall attend school or send a pupil to school, in any district of which s/he does not reside, without the consent of the school board. (RSA 193:12)

The decision to admit non-resident students by the school board will be influenced by the following factors:

- (a) Whether space is available at Maude H. Trefethen School (MHT) based on enrollment of students (present and future) in the grade level or classroom in which the student desires to be enrolled. Space availability will be evaluated on an ongoing basis.
- (b) Whether MHT has appropriate educational programs and services available, including physical facilities, to meet the educational needs of the student.
- (c) Whether the student's attendance at MHT is likely to pose a risk to the health and safety of other students or staff.
- (d) whether the student has demonstrated history of academic engagement, as measured by the following criteria:
 - 1. Student application for admission, student transcripts and academic records from the past two years
 - 2. Recent testing and assessments, work samples
 - 3. Two letters of reference
 - 4. Two essays
 - 5. A day visit by the student and interviews with grade level team and principal

All requests for admission must be made in writing to the Admissions Committee who will make a recommendation to the Superintendent, who will make a recommendation to the New Castle School Board.

Tuition charges for out-of-district students will be determined each year prior to January 30 by the New Castle School Board. Tuition payments for non-resident students will be due and payable in two installments each school year; the first installment of 50% less the deposit of \$1,000, will be payable no later than September 1 of each year and the second installment of 50% payable no later than January 1 of the following year. Should a student require additional/other services which include expenditures in excess of the announced regular education tuition rate, resulting in an increased cost to the receiving district, the district in which the student resides shall retain all responsibility for the provision of these costs. (RSA 186-C)



Admission will be granted for one year only with re-application required for subsequent years. The school board reserves the authority to terminate enrollment of an out-of-district student during the year for reasonable cause. The school board shall have the right to refuse an application to any student at any time if, in its opinion, accepting the student would not be in the best interest of the school. The decision to deny enrollment of a non-resident student shall not be based, in whole or in part, on whether such student is a child with a disability as defined in RSA 186-C: 2, I, or a child that requires an accommodation under the Rehabilitation Act of 1973.

Retention of Non-resident Tuition Students during the School Year

The Admissions Committee will evaluate the continued enrollment of non-resident tuition students on a quarterly basis as follows:

- 1) The student must be achieving a grade of 80 to 100 in all content areas at the end of each quarter.
- 2) The student's behavior must be judged to be acceptable according to the student and parent handbook and related school policies and practices as interpreted by the Principal and Admissions Committee.
- 3) The student's continued enrollment is in the best interest of the school.

Failure to meet all of the above requirements will result in a parents' meeting to discuss probationary status, programming adjustments, or discontinued enrollment to MHT.

A parent has the right to appeal to the Superintendent any decision by the Admissions Committee to discontinue a student's enrollment at MHT within 30 days of the decision. The decision of the Superintendent is final.

Non-Resident Staff Requests

The school board may consider non-resident staff requests to tuition their child on a case-by-case basis. The board will consider the factors previously stated in this policy before granting such request.

Legal References:

RSA 186-C: 13, Special Education; Liability for Expenses

RSA 193:3, Pupils: Change of School or Assignment

RSA 193:12, Pupils: Legal Residence Required

Adopted 2002

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