

COLCHESTER SCHOOL DISTRICT

POLICY: ADMISSION OF STUDENTS

DATE ADOPTED: June 3, 2025

POLICY STATEMENT

It is the policy of the Colchester School District that any legal pupil who is a resident of Colchester shall be eligible to attend school in this district. Students will be admitted in compliance with federal and state laws and regulations governing tuition payment and non-discrimination.

I. RESIDENCE CRITERIA

For purposes of determining residency, the superintendent will apply the definitions contained in 16 V.S.A. §1075(a), or current state law and/or regulation.

Criteria for providing permanent residency shall include **one of the following**:

- A. A current property tax bill.
- B. Current mortgage papers/closing statements showing a Colchester address and the name of the legal parent/guardian, or custodian.
- C. Formal lease showing the name, address and telephone number of the landlord; Colchester address and name of the lessee.
- D. A notarized letter from the landlord stating the address of the residence being leased and the name(s) of the lessee(s) with the landlord's address and telephone number.

Or **two of the following**:

- A. Valid Vermont driver's license with a Colchester address.
- B. Valid Vermont non-driver ID with a Colchester address.
- C. Current utility bill showing the name of the legal parent/guardian with a Colchester address.
- D. Valid public aid card with a Colchester address.
- E. Bank statement for last or current month (financial information omitted) with a Colchester address.

The burden of proving residency or any other basis for entitlement to school enrollment shall be on the student and/or their parent/guardian.

Last Reviewed: March 3, 2020
Date Warned: May 16, 2025
First Reading: May 20, 2025
Second Reading: June 3, 2025

II. KINDERGARTEN AND FIRST GRADE ELIGIBILITY

In order to be eligible to enroll in kindergarten in the Colchester School District, children must be five (5) years of age before the first day of September.

In order to be eligible to enroll in first grade in the Colchester School District, children must be six (6) years of age before the first day of September, unless the child has attended a public school kindergarten in Vermont or another state.

III. TRANSFER STUDENTS

Students transferring from schools outside of Colchester will be placed according to the best interests of the child and at the discretion of the school principal. The student's former grade level shall be a general guide to placement, although considerations will be given to the child's age and record of achievement, as well as any other applicable factors.

IV. NON-RESIDENT STUDENTS

The Colchester School District may accept non-resident students in grades preschool to 12 when such placement is deemed to be in the best interest of the student, the district, and/or the family. The Colchester School District will assure that non-resident students are admitted to the schools of the district, when space is available, in compliance with federal and state laws and regulations governing tuition payment and non-discrimination.

This policy shall not apply to students who are enrolled through the public high school choice program created by ACT 129 of 2011 (Adj. Sess.).

A. CRITERIA FOR ADMISSION

No non-resident will be denied admission as a tuition student if the reason for denial is that the student is disabled as defined in section 504 of the Rehabilitation Act of 1973 as amended or that the student is in need of special education services. Nor will any child be denied admission on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sexual orientation, gender identity, disability, age, marital status, or any other classification protected by federal or state law.

Parents of non-resident students seeking permission to attend the Colchester School District must address the following:

1. Make a written request to the superintendent of schools.
2. Agree to provide transportation to and from school when appropriate.
3. Agree that the student will follow all rules and regulations of the school.

4. Request permission annually to attend school in the Colchester School District.

The school district will consider the following criteria when making the decision to approve or deny a request:

1. Admission will not adversely impact class size, available facilities or existing staff.
2. The student is in good standing at the school or schools most recently attended. "Good standing" means:
 - a. The student has not been legally dismissed or suspended for more than ten (10) days during the preceding twelve months for disciplinary reasons;
 - b. The student has not been legally dismissed or expelled from any educational institution within the preceding five (5) years; and
 - c. The student is making satisfactory progress toward the completion of an approved school or home school program.

B. TUITION

Each year, the district shall establish non-resident tuition rates for the next school year and shall notify the school board of all sending school districts and the Secretary of Education of any proposed increase in tuition rates. Separate tuition rates may be established for elementary and secondary students, and for students who are eligible to participate in special education programs. Tuition rates will be established in accordance with Chapter 21 of Title 16 of the Vermont Statutes Annotated, and regulations of the State Board of Education.

Tuition payments for non-resident students may be paid by one of three methods: annually, with one payment being made by October 1; bi-annually, first payment on October 1 and the second payment by February 1; or quarterly, with payments due on October 1, December 1, February 1 and April 1. Tuition for non-resident students may be waived by the superintendent for up to 30 school days to accommodate children whose parents are moving into or leaving the Colchester School District. To obtain a waiver, parents or guardians must apply in writing stating the reasons for a waiver. The superintendent will consider the special circumstances of the parents and the needs of the school district.

High School seniors whose parents move from Colchester after the end of the first half of the school year may be permitted to attend Colchester public schools on a tuition-free basis until the end of the current school year. The board may grant a tuition waiver in such circumstances provided the student is in good standing and is making normal academic progress towards graduation. All requests seeking a tuition waiver shall be submitted in writing to the board prior to student's

enrollment or continued enrollment in school. The student, or the student's parent or guardian is responsible for providing transportation to and from school.

The superintendent, or their designee, shall develop procedures and forms necessary for the effective implementation and administration of this policy.