

INDEPENDENT SCHOOL DISTRICT 271  
Bloomington, Minnesota

**REQUEST FOR SCHOOL BOARD ACTION**

DATE OF BOARD MEETING: October 23, 2017

SUBJECT: Delete Policy 509, Enrollment of Resident and Nonresident Students

ORIGINATING DEPARTMENT: Academic Services


APPROVAL OF ADMINISTRATIVE CABINET MEMBER: Eric Melbye  
Assistant Superintendent

---

**RESOLUTION FOR BOARD TO ADOPT:**

RESOLVED, that the School Board of Independent School District 271 approves deletion of Policy 509, Enrollment of Resident and Nonresident Students.

**RECOMMENDATION OF SUPERINTENDENT:**

Approve. 

**BACKGROUND:**

The purpose of Policy 509 was to provide guidelines for enrollment of resident and nonresident students, in accordance with law and district policies.

On October 16, 2017, the School Board Policy Committee reviewed Policy 509, presented by Administration. The committee discussed the deletion of this policy as enrollment of resident students is operational. The enrollment of nonresident students will be addressed in new Policy 509.

# DELETE

Adopted: \_\_\_\_\_ September 8, 2003  
Revised: \_\_\_\_\_ December 20, 2010  
\_\_\_\_\_ August 8, 2011  
Contact Person: \_\_\_\_\_ Assistant Superintendent

## ~~POLICY 509 — ENROLLMENT OF RESIDENT AND NONRESIDENT STUDENTS~~

### ~~I. — PURPOSE~~

~~\_\_\_\_\_~~  
~~\_\_\_\_\_ The purpose of this policy is to provide guidelines for enrollment of resident and nonresident students, in accordance with law and district policies.~~

### ~~II. — GENERAL STATEMENT OF POLICY~~

~~\_\_\_\_\_ The Bloomington Board of Education believes that parents have the responsibility to select the most appropriate educational programs for their children and that parental commitment to the educational program is a very significant and positive influence. The Board also recognizes that choice in the selection of a public school provides parents and learners an opportunity to seek a school that best fits their needs and interests. This policy addresses the terms and conditions of students' enrollment in the Bloomington Public Schools.~~

### ~~III. — RESIDENT STUDENT ENROLLMENT~~

~~\_\_\_\_\_ A. — Admission of Resident Students — Pursuant to Minn. Stat. §120A.20(1). Admission to the Bloomington Public Schools is free to any student residing within the school district that is under 21 years of age and meets the minimum age requirements or the early entrance requirements outlined in Policy 503.3.~~

#### ~~B. — Education and Residence of Homeless Students~~

~~Notwithstanding Section III Subd. A above, admission shall not be denied to a homeless person of school age solely because the district cannot determine that the person is a resident of the school district. Pursuant to Minn. Stat. § 120A.20(2b), the school district of residence for a homeless person of school age shall be the school district in which the homeless shelter or other program, center or facility assisting the homeless person is located. The regulations of the McKinney-Vento Homeless Assistance Act shall be followed.~~

~~C. Residency Verification Minn. Stat. § 120A.20 provides that admission to a public school is free to any person meeting age requirements who resides within the district, which operates the school. Minn. Stat. § 124D.03 also allows a free public education for nonresident students whose attendance is approved under various enrollment options.~~

~~Per pupil funding is received only for students who are enrolled in accordance with these laws. Thus, it is necessary for the school district to ensure that newly enrolled students are either residents of the district or nonresidents whose attendance is approved via a nonresident attendance agreement or through one of the State's enrollment option plans.~~

#### ~~IV. NONRESIDENT STUDENT ENROLLMENT UNDER THE ENROLLMENT OPTIONS PROGRAM~~

~~A. This section outlines the application and exclusion procedures for the Enrollment Options Program established by Minn. Stat. § 124D.03. Application is to the Bloomington Public Schools. Placement in one of the district schools is a district decision based on the capacity of a program, class or school building and in accordance with Minn. Stat. § 124D.03~~

~~B. Eligibility Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program, class, grade level, or school building, as established by school board resolution or other directive, in accordance with criteria outlined in Section IV Subd. C (1) below.~~

~~C. As an integration district, an application to transfer to Bloomington Public Schools may be submitted at any time for enrollment. The student is not required to make annual or periodic application for the enrollment. A pupil may transfer to his or her resident district at any time.~~

~~D. Criteria for Open Enrollment~~

~~1. The following criteria are applied in determining whether to accept or reject an application for open enrollment:~~

- a. ~~Space is available for the applicant under enrollment cap standards established by school board policy or other directive.~~
- b. ~~In considering open enrollment for a particular grade level, the school district may limit the enrollment of nonresident students to a number not less than the lesser of (1) one percent of the total enrollment at each grade level in the school district; or (2) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minn. Stat. § 124D.03.~~
- c. ~~The applicant is not otherwise excluded by action of the school district because of previous conduct in another school district as stated in Minn. Stat. § 124D.03 Subd. 1.~~

2. ~~The school district may not use the following criteria in determining whether to accept or reject an application for open enrollment:~~

- ~~a. Previous academic achievement of a student~~
- ~~b. Athletic or extracurricular ability of a student~~
- ~~c. Disabling conditions of a student~~
- ~~d. A Student's proficiency in the English language~~
- ~~e. The student's district of residence, or~~
- ~~f. Previous disciplinary proceedings involving the student except as provided by Minn. Stat. § 124D.03, Subd. 1. This shall not preclude the school district from proceeding with exclusion as set out in Section F of this policy.~~

~~D. Application—The student and parent or guardian must complete and submit an Application for Enrollment—School District Enrollment Options Program developed by the Minnesota Department of Education, (Appendix A).~~

~~E. Exclusion~~

1. ~~A district may refuse to allow a pupil who is expelled under section 121A.45 to enroll during the term of the expulsion if the student was expelled for:
  - a. ~~possessing a dangerous weapon, as defined by United States Code, title 18, section 930, paragraph (g) (2) at school or a school function;~~
  - b. ~~possessing or using an illegal drug at school or a school function;~~
  - c. ~~selling or soliciting the sale of a controlled substance while at school or a school function; or~~
  - d. ~~committing a third degree assault as described in section 609.233, subdivision 1.~~~~

---

2. ~~Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, except for reasons stated in Minn. Stat. § 124D.03 Subd. 1 (b), (1), (2), (3), and (4), the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case by case basis.~~

#### F. ~~Termination of Enrollment~~

1. ~~The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03, or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch. 620A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 16 years of age who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school or high school, or a child who is 16 or 17 years of age who is absent from attendance at school without lawful excuse for~~

~~one or more class periods on seven school days and who has not lawfully withdrawn from school under Minn. Stat. § 120A.22 Subd. 8.~~

- ~~2. The school district may also terminate the enrollment of a nonresident student over 16 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minn. Stat. § 120A.22 Subd. 8.~~

#### ~~V. OTHER ENROLLMENT OF NONRESIDENT STUDENTS~~

- ~~A. High School Graduation Incentives Program—Requests for enrollment in the Bloomington Public Schools or another public school district as part of the High School Graduation Incentives Program shall be approved or disapproved in accordance with the provisions of Minn. Stat. § 124D.68.~~
- ~~B. Nonresident attendance on a tuition basis—Nonresident students who wish to attend the Bloomington Public Schools apart from the provisions of this or other district policy shall pay tuition as established annually by the Board of Education.~~

Board of Education  
INDEPENDENT SCHOOL DISTRICT 271  
Bloomington, MN

Adopted: \_\_\_\_\_ September 8, 2003  
Revised: \_\_\_\_\_ December 20, 2010  
\_\_\_\_\_ August 8, 2011  
Contact Person: \_\_\_\_\_ Assistant Superintendent

## ~~REGULATION 509~~ ~~ENROLLMENT OF RESIDENT AND NONRESIDENT STUDENTS~~

### ~~I. ENROLLMENT OF RESIDENT STUDENTS~~

~~Registration at the Bloomington Public Schools consists of completing the district registration form (Appendix B).~~

~~A. When parents or guardians arrive to enroll students, they should have the following documents:~~

~~1. Copy of birth certificate or other reliable proof of the student's identity and age. (If the parents do not have a birth certificate or other proof of identity and age, register the child(ren) pending the submission of the document. If the document is not forthcoming, district legal counsel will correspond with the family).~~

~~2. Minnesota Basic Standards or GRAD Test scores in Reading, Math, and Writing (if applicable)~~

~~3. Transcript from all previous schools or high school report cards~~

~~4. Individual Education Plan/Special Education Services/504 Plan (if applicable)~~

~~5. Immunization record—Students must show documentation of required immunizations per the Minnesota School Immunization Law. Parents may file a medical exemption signed by a healthcare provider or a conscientious objection signed by a parent/guardian and notarized. If documentation is not forthcoming, Health Service Staff will assist families with obtaining immunizations or documentation of immunizations.~~

~~B. Proof of Residency~~

~~— New resident enrolling students are asked to verify residency within the Bloomington School District in any one of the following ways:~~

- ~~1. — Signed purchase agreement for a home~~
- ~~2. — Signed lease agreement~~
- ~~3. — If the parent/guardian is living in but not leasing space owned by a district resident, a letter from the district resident verifying the living arrangement~~
- ~~4. — Driver's license~~
- ~~5. — Voter's registration card~~
- ~~6. — Change of address notice obtained through the Post Office listing a new address within the attendance boundaries of the Bloomington Public Schools~~
- ~~7. — Utility bills to the parent/guardian~~
- ~~8. — Bank statements~~
- ~~9. — Bills for goods or services mailed to parent/guardian~~
- ~~10. — Other evidence offering proof that the parent/guardian has moved out of a prior residence and into the Bloomington School District.~~

~~Note: In accordance with Minn. Stat. § 120A.20, Subd. 2, the Bloomington Public Schools will not deny admission to a homeless person of school age solely because the school district cannot determine that the person is a resident of the school district.~~

~~C. — Verification of Assigned Guardian~~

~~— Contact the principal's office for a six-month emergency procedure for temporary guardianship.~~

~~II. — INTERDISTRICT TRANSFER~~



~~Enrollment of nonresident students can occur through open enrollment. As an integration district, an application to transfer to Bloomington Public Schools may be submitted at any time for enrollment beginning at any time. The student is not required to make annual or periodic application for the enrollment. A pupil may transfer to his or her resident district at any time.~~

~~1. Transfers Out of the District~~

- ~~a. Persons interested in a transfer out of the Bloomington School District must complete the Open Enrollment form available from the Assistant Superintendent's office.~~
- ~~b. The Assistant Superintendent's office will obtain the superintendents or designee's signature and School Board approval and will forward the Open Enrollment form to the serving school district for action.~~
- ~~e. The serving school district will notify the person requesting transfer whether or not the request has been approved.~~

~~2. Transfers Into the District~~

- ~~a. Persons interested in transferring into the Bloomington Public Schools must complete the Open Enrollment form available from the Assistant Superintendent's office.~~
- ~~b. The Assistant Superintendent's office will obtain signatures as noted below, the superintendent's or designee's signature, and School Board approval and will forward the form to the resident school district for action.~~
  - ~~(1) If the student is receiving Special Education services, the Director of Student Services must approve the request.~~
  - ~~(2) If the student is in grade 9 through 12, the principal of the school the student is requesting must approve the request. If the student has not attended Bloomington Public Schools the previous school year, the student and parent/guardian will~~

~~meet with the principal of the school the student is requesting before the principal approves the request.~~

~~(3) The start date for student attendance will be set to correspond with a natural academic break. (i.e. quarter, trimester, and semester start dates.~~

- ~~\_\_\_\_\_~~
- ~~\_\_\_\_\_~~
- ~~\_\_\_\_\_ Minn. Stat. § 120A.20(1)~~
- ~~\_\_\_\_\_ Minn. Stat. § 120A.20(2b)~~
- ~~\_\_\_\_\_ Minn. Stat. § 124D.03~~
- ~~\_\_\_\_\_ Minn. Stat. § 124D.08 Subd. 1-2~~