

AR Code: 4130-R Discretionary Admission – Students Not Meeting Domicile or Residency Requirements

Students who do not meet the domicile or residence requirements for admission to the Haywood County Schools established in state law and policy 4120, Domicile or Residence Requirements, may apply for admission in accordance with this procedure. Admission will be at the discretion of the superintendent or designee based upon the conditions and criteria established in board policy and this regulation. If granted, admission will be effective for up to one full school year.

Requests relating to school rules, personality conflicts, discipline, sports, classes/courses and personal preference are **not** authorized under Board policy. Transportation is not provided for students under this request. Students with excessive tardiness/absences or frequent disruptive behavior may be reassigned to their home school.

The process for admission outlined in this regulation is not required of students who are eligible for admission under board policy 4125, Homeless Students.

I. DISCRETIONARY ADMISSION PROCESS

A. Application Procedure

To be considered for discretionary admission under policy 4130, the student's parent or legal guardian must provide all of the following to the Associate Superintendent.

1. Official documentation from the student's current and/or previous school(s) showing the student's disciplinary history.
2. Verification of student release from his or her current school system.
3. Request for a specific school assignment. Use *Pupil Reassignment* form.
4. Rationale for the request shall be limited to work-related childcare hardships. Childcare hardships are defined as documented, verifiable work-related problems resulting in before or after school child care problems. In hardship cases, the school system reserves the right to verify working conditions, the location of the workplace in relation to the requested school, pick up times, the age of the child/children and child care arrangements. Discipline history will also be considered.
5. The superintendent or designee will make investigation and verification of the request.
6. Non-Resident requests shall be submitted on an annual basis for approval.

B. Applications with False or Misleading Information

1. The superintendent or designee will reject any application found to have materially false or misleading information.
2. Acceptance or enrollment of a student whose application is later found to have materially false or misleading information will be rescinded, barring extenuating circumstances.

C. Admission Decisions

The superintendent will make a decision on admission after receiving the completed application and all required supporting documentation.

In reaching a decision, the superintendent will consider the following:

1. residency in the geographic area served by the school system. Residents will be given consideration before others.
2. if the student is currently enrolled in the school system, whether there are compelling, specific circumstances that warrant the student's continued enrollment.
3. if the student is not currently enrolled in the school system, whether there are extraordinary, compelling, specific family work-related hardships that warrant enrollment in the school system.
4. space availability, as determined by the board, in the school system and in the school and program in which the student seeks to enroll.
5. evidence of satisfactory academic progress and disciplinary standing in the student's current and/or previous school[s].
6. whether the child's parent is an employee of the school system.

Requests judged by the superintendent or designee to be based solely or primarily on athletics or athletic participation will not be granted.

D. Notification of Admission Decisions

1. The superintendent or designee will issue a written notice of decision to the applicant within 10 working days of receipt of the completed application and all required supporting materials.
2. If necessary, the superintendent or designee will delay a final decision to determine space availability.
3. The notice of decision will provide either a final decision or notice that a final decision is pending until space availability is determined.
4. When a final decision is delayed pending confirmation of space availability, the superintendent will provide notice of the final decision as soon as practicable.
5. If admission is approved, the notice will state the period for which admission is granted, which will not exceed one full school year, and will specify any conditions applicable to the admission
6. Admission of a student may be conditioned on the acceptance of assignment to a particular school or program, parental responsibility for transportation, maintenance of satisfactory academic and disciplinary standing, and/or other reasonable terms determined by the superintendent or designee to be in the best interest of the school system and not inconsistent with law or board policy

E. Admission in Subsequent Years

Renewal of admission in subsequent years is not automatic. A student who is granted discretionary admission must submit a new application for admission each subsequent year in which admission is desired.

II. APPEALS

A parent or guardian who is dissatisfied with the superintendent's decision regarding admission, tuition, or the validity of an application may appeal to the board of education in accordance with the procedures in policy 1740/4010, Student and Parent Grievance Procedure.

AR Code: Insert number here

Issued by the Superintendent: 9/18/15

Reviewed:

Revised: