

**RESIDENT AND TUITION STUDENTS POLICY**

It is the intent of the Windham School Committee to provide a free and appropriate education for resident students and, subject to the conditions stated in this policy, to certain non-resident students. Once admitted, non-resident students shall be permitted to participate in District programs and activities on the same basis as resident students.

A student is considered a resident of Windham and therefore entitled to enroll without tuition in the district if one of the following is met:

1. The student's parents or legal guardians reside in the district and the student lives with them.
2. The student is a state ward and is placed by the state in foster care in the district.
3. The student is participating in an approved foreign exchange program and is residing in the district for a school year or part of a school year. No more than four (4) exchange students may be enrolled in the High School at any given time during the school year.
4. The student resides with an adult whose legal residence is within the District and who has short-term custody of the student, as granted in probate court. Court documentation is required for admission. In this case, the temporary guardian is permitted access to student records instead of the parent, and the parent is involved only at the discretion of the principal.
5. The student resides in another district and the Superintendent has determined that a) it is in the best educational interest of the student and the district for the student to enroll in Windham schools and b) there is a resident student wishing to enroll in another district to offset the student entering. In this case the Superintendent may accept the student as a non-resident transfer, upon agreement with the Superintendent in the student's town of residence that the student may be counted as a resident of Windham for subsidy purposes. Windham will incur no special education costs for students admitted as a non-resident transfer.
6. The student resides in the District and is emancipated. Students are emancipated a) when married; b) by court order; or c) at the age of 18 if receiving no financial support from parents and not residing in the parents' home. In the third case parents must sign a notarized statement that they do not claim the student as a deduction for income tax purposes. Parents of emancipated students shall have no right to view the student's records or to receive information about the student from the school.

The Windham School Committee permits the Superintendent to accept tuition students subject to certain conditions:

1. **Number of Tuition Students:** In any grade level the number of tuition students permitted shall not bring the grade level enrollment to more than 95% of the building's capacity for that grade level. Capacity for grade level shall be determined by the Superintendent, taking into account the overall building population.
2. **Readmission of Tuition Students:** If a tuition student is deemed by the Superintendent to not be profiting from the educational program, or to be presenting a disruption to resident students, the student will not be permitted to remain in Windham schools. Generally, once admitted, tuition students will be considered to be enrolled through the end of the school year. Involuntary removal during a school year will be preceded by a hearing with the Superintendent.
3. **Priority Enrollment:** Unless removed under the previous section, a tuition student may continue enrollment through graduation even if the grade level capacity is exceeded. When considering admission of first-time students, priority will be given to students whose siblings are already enrolled in good standing in Windham schools.
4. **Tuition Billing:** Tuition will be payable twice during the school year, half of the estimated amount in October and the balance in January. Regular education students will be charged the state-established tuition rate. Special education students will be charged the total cost of educating the student.
5. **Transportation:** Windham school buses will not pick up students in other towns

Approved: March 10, 1999