

JBC - ENROLLMENT

JBC Enrollment -Residence Requirements:

- A. Except where non-resident enrollment is authorized by the Board of Education, only those children who have attained the age of eligibility for school attendance and who reside within the Piper Unified School District No. 203 shall be entitled to enroll in and attend the schools of this district. Provisions of this policy shall be applied uniformly to all students regardless of race, creed, color, ethnicity, national origin, gender, religion, or other legally protected class. Proof of residency for all prospective students is required at the time of enrollment.
- B. A child is considered a resident of this district in accordance with K.S.A. 72-3122 if such child:
 1. Lives with an adult (caregiver) who is a resident of this district and such adult:
 - a. Is the natural parent, adoptive parent, step-parent, or foster parent of such child;
 - b. Is a legal guardian or conservator of such child;
 - c. Is a person, other than the parent, who is liable by law to maintain, care for or support the child;
 - d. Is a person, other than a parent, who has actual care and control of the child and is contributing the major portion of the cost of the supporting such child;
 - e. Is a person, other than a parent, who has actual care and control of the child
 - f. Is a person, other than a parent, who has been granted custody of the child by a court of competent jurisdiction.
 2. Is a homeless child which means a child who lacks a fixed, regular and adequate nighttime residence and whose primary nighttime residence is:
 - a. A supervised publicly or privately-operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters and transitional housing for the mentally ill); or
 - b. An institution that provides a temporary residence for individuals intended to be institutionalized; or
 - c. A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.
 - d. A child or youth who lives in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings.
 - e. Is a migratory child or youth who meets one of the above described circumstances

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3. Is a child who lives in the district as the result of placement therein by a District Court or by the Kansas Department of Children and Families (DCF).
 4. Is emancipated under K.S.A. 38-108 to 38-110 and is a resident of this district.
- C. Proof of residency for all prospective students is required at the time of enrollment. **An original copy of proof of residency must consist of any three of the following:**
1. Documentation of home ownership in the name of the caregiver;
 2. Documentation of a rental or lease of residential property in the name of the parent/caregiver that includes landlord contact information and the names of all tenants living in the residence;
 3. Property tax statement in the name of the caregiver;
 4. Proof of BPU or ATMOS utility service to the residential property in the name of the caregiver;
 5. Driver's License with current address of home owner and/or parent and/or guardian with residency in Piper School attendance boundaries; or
 6. Court Order or other Official documentation of the prospective student's custodial status;
 7. Verification by a school official employed by USD 203.
- D. A residency hearing shall be required of any student seeking resident status under paragraph **B. 1. d-e above.**
- E. The district may request at any time a residency hearing for any student enrolled as a resident.
- F. Failure to attend a residency hearing or submit adequate proof of residency at a residency hearing will constitute a waiver of the opportunity for a hearing and shall result in a finding that the student is a non-resident. The student shall bear the burden of proof on all issues pertaining to residency. In determining residency, the district may consider the following as evidence:
1. Whether a child actually lives with an adult who is a resident of the district may be determined by providing verifiable proof that the child consistently sleeps, eats, stores belongings, receives mail, phone calls and visitors and resides for all other purposes at the dwelling place occupied by the adult resident of the district. Except where a valid court order provides for shared custody or residence of proof must be provided that the child exclusively uses the address and phone number of such dwelling as his/her home address. If the child lives in leased property, and the landlord is a person, other than a parent who has actual care and control of the child and is contributing the major portion of supporting such child requires all occupants to be listed in the lease, proof that the child is listed as an occupant may also be required. Mere ownership of property in the district shall not establish residency.

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2. Natural parent, adoptive parent, step-parent, or foster parent relationships may be proven by providing certified copies of birth certificates, marriage licenses, court-ordered residency, foster parent placement records, or adoption records as necessary to document any claimed relationship.
 3. Legal guardianship or conservatorship of a child may be proven by production of a copy of a valid court order which clearly appoints an adult resident of the district as the legal guardian or conservator of the child during any period of enrollment.
 4. Legal custody of a child may be proven by production of a copy of a valid court order which clearly indicates that custody of the child has been awarded for the period of enrollment.
- G. The following shall apply to residency hearings:
1. The student may be present at the hearing and may be represented by counsel.
 2. The student's parent(s) or guardians(s) may be present at the hearing.
 3. The student may present evidence, including witness testimony.
 4. The student may cross-examine any witnesses who may testify at the residency hearing.
 5. The district school resource officer shall have the authority and responsibility to investigate on behalf of the district along with working collaboratively with the building and/or district administration at residency hearings.
 6. There shall be an orderly hearing and a fair impartial decision based upon the evidence or lack thereof. The hearing will be informal, and the rules of evidence will not be strictly applied.
 7. There shall be a written decision which may be appealed to the superintendent only if written notice of the appeal is delivered to the clerk of the board within ten (10) calendar days of the student's notification of the decision.
- H. Any change of residency for a currently enrolled student must be reported to the District via the principal within 30 days of the move. New proof of residency must then be submitted following the same guidelines and procedures as outlined in the enrollment process.

Approved: December 14, 2020

Legal: K.S.A. 72-3122; K.S.A. 72-6120

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Residential Verification in Pursuant to K.S.A. 72-3122

Student Name: _____

Caregiver: _____

Parent/Guardian: _____

Administrator: _____
Date of Hearing: _____
Witnesses: _____

Verification Item	Evidence	No Evidence
<p>Residency Hearing Guidelines:</p>	<p>The student may be present at the hearing and may be represented by counsel.</p> <p>The student's parent(s) or guardians(s) may be present at the hearing.</p> <p>The student may present evidence, including witness testimony. The student may cross-examine any witnesses who may testify at the residency hearing.</p> <p>The district school resource officer shall have the authority and responsibility to investigate on behalf of the district along with working collaboratively with the building and/or district administration at residency hearings.</p> <p>There shall be an orderly hearing and a fair impartial decision based upon the evidence or lack thereof. The hearing will be informal, and the rules of evidence will not be strictly applied.</p> <p>There shall be a written decision which may be appealed to the superintendent only if written notice of the appeal is delivered to the clerk of the board within ten (10) calendar days of the student's notification of the decision.</p>	
<p>Proof of caregiver/guardian's residency in Piper School District (Must have 3): documentation of home ownership, driver's license, rental agreement including student's name as a tenet, property tax statement in name of caregiver, BPU or Atmos utilities in name of caregiver, and/or verification by school official</p>		

<p>Proof of consistent residence of child at address: copy of mail with student's name at address, if living at leased property—name on lease, etc.</p>		
<p>Student claimed on caregiver's taxes as a dependent during time of enrollment:</p>		
<p>Explanation of why student is not living with parents:</p>		
<p>Court Documentation or Affidavit of Guardianship: birth certificate, court order, or other official documentation of the prospective student's custodial status</p>		
<p>Additional Documentation:</p>		