JBC Enrollment JBC

 Resident Students

 A resident student is any child who has attained the age of eligibility for school attendance and lives with a parent or a person acting as a parent who is a resident of the district. Children who are homeless as defined by Kansas law and who are located in the district will be admitted as resident students. For purposes of this policy, parent means the natural parents, adoptive parents, step-parents and foster parents. For purposes of this policy, person acting as a parent means a guardian or conservator, a person liable by law to care for or support the child, a person who has actual care and control of the child and provides a major portion of support or a person who has actual care and control of the child with written consent of a person who has legal custody of the child.

 Non-resident Students

 Non-resident students are those who do not meet the definition of a resident student. Although the district is not required to admit non-resident students, non-resident students may be admitted to the extent that staff, facilities, equipment and supplies are available. Other criteria regarding students seeking non-resident student admittance may be considered prior to acting on any non-resident application. Such criteria may include student grades, attendance and disciplinary records, and other factors as determined by the board.

 Enrollment Restriction

 Unless approved in advance by the board, no student, regardless of residency,who has been suspended or expelled from another district will not be admitted to the district until the period of such suspension or expulsion has expired.

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 Enrollment Procedures

 The superintendent shall establish orderly procedures for enrolling all students, including pre-enrollment, changes in enrollment, normal enrollment times and communication to parents and to the public.

 Part-Time Students

 The district does not accept part-time students. All students shall be enrolled full-time.

 Identification of Students

 All students enrolling in the district for the first time shall provide required proof of identity. Students enrolling in kindergarten or first grade shall provide a certified copy of their birth certificate or other documentation which the board determines to be satisfactory. Students enrolling in grades 2-12 shall provide a certified transcript or similar pupil records or data, or other documentary evidence the board deems necessary.

 If proper proof of identity is not provided within 30 days of enrolling, the superintendent shall notify local law enforcement officials as required by law and shall not notify any person claiming custody of the child.

 Enrollment Information

 The enrollment documentation shall include a student’s permanent record card with a student’s legal name as it appears on the birth certificate, or as changed by a court order and the name, address, telephone number of the lawful custodian.

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 Assignment to a School Building, Grade Level or Classes

 The superintendent shall assign students to the appropriate building. Any student desiring to attend a school outside the attendance area in which the student resides may do so only with the prior written permission of the superintendent. Assignment to a particular grade level or particular classes shall be determined by the building principal based on the educational abilities of the student. If the parents disagree, the principal’s decision may be appealed to the superintendent. If the parents are still dissatisfied with the assignment, they may appeal in writing to the board.

 Transferring Credit

 In the middle (junior high) school and in the senior high school, full faith and credit shall be given to units earned in other accredited schools at the time the student enrolls in the district, unless the principal determines there is valid reason for not doing so. For online credit approval procedures after enrollment, see board policy IIBGB.

 Transfers from Non-Accredited Schools

 Students transferring from non-accredited schools will be placed by the principal. Initial placement will be made by the principal after consultation with parents or guardians and guidance personnel. Final placement shall be made by the principal based on the student’s documented past educational experiences and performance on tests administered to determine grade level placement.

Approved: July 1, 2001; February 10, 2014, April 13, 2015; December 14, 2015