

DETERMINATION OF LEGAL SETTLEMENT AND ELIGIBILITY FOR ENROLLMENT OF STUDENTS WITHOUT LEGAL SETTLEMENT IN THE CORPORATION

The West Lafayette Community School Corporation will educate, tuition free, students who have legal settlement in the Corporation, and students enrolled according to the requirements of I.C. 20-26-11. The West Lafayette Community School Corporation is not accepting the transfer of any student who does not have legal settlement within the Corporation. The Corporation verifies Indiana residency and reports on student enrollment (Average Daily Membership) in accordance with applicable statute and Indiana Department of Education guidance, as established in administrative guideline [C125-R](#).

Commented [A1]: This language is a 2022 update based on State Board of Account guidance at spring 2022 IASBO.

Commented [A2]: C125-R is the administrative guideline detailing the specific procedures/documents the school has chosen to use to verify legal settlement in the school corporation. C125-E is the IDOE guidance on verification of Indiana residency.

Pursuant to I.C. 20-26-11-6.5, and except as permitted by law for capacity, discipline, or attendance issues, the Corporation shall accept a transferring student who does not have legal settlement in the school corporation and who has a parent who is a current employee of the transferee school corporation:

- 1) with an annual salary of at least eight thousand dollars (\$8,000); or
- 2) with an annual salary of at least three thousand dollars (\$3,000) earned due to being included as an employee in the extracurricular portion of the transferee school corporation's current collective bargaining agreement;
- 3) who resides in Indiana

if the transferee school corporation has the capacity to accept the student.

Pursuant to IC 20-26-19 *et seq.* a student meets the residency requirements for enrollment in the Corporation if the parent of the student meets the following:

- 1) The parent is transferred to or is pending transfer to a military installation within Indiana while on active duty pursuant to an official military order.
- 2) The parent submits to the public school:
 - a) an application, as determined by the public school, for enrollment in the public school; and
 - b) documentation, as determined by the Indiana State Board of Education, regarding the transfer or pending transfer.

In considering the continued enrollment of students whose legal settlement changes during the first semester of the school year, the effective date of legal settlement change may (at the election of the parent or a student eighteen (18) years or older) be extended until the end of that school year. After the end of the school year, that student will be considered a transfer student.

Priority will be given to a student requesting transfer who has a household member already a student in the Corporation or a parent who is a current employee of the Corporation. Parents who are Corporation employees or parents with a transfer student already enrolled in the Corporation and wish to enroll another household member must give notice to the Superintendent or a designee of their wish to transfer the child into the Corporation before April 1 of the prior academic year. This notice is required in addition to submitting a standard application form.

The Corporation shall make efforts to ensure that students who are enrolled in the Corporation as a transfer student continue to attend in subsequent school years.

This policy applies to students in virtual schools.

I.C. 20-26-11 et. al
IC 20-26-19

West Lafayette Community School Corporation

Adopted: [date]
Revised: [date]