

## CODE F13

### POLICY: VERIFICATION OF STUDENT RESIDENCY (Stratton)

#### Policy

The Stratton School Board (the Board) is responsible for the education of pupils who are residents of the Stratton School District. The Board has a responsibility to the taxpayers of this District to be assured that the District is educating only those pupils whose parents, legal guardians or custodians are legal residents of the District, or who meet the statutory exceptions to the residency requirements. Accordingly, the District shall, consistent with State Statute, deny tuition for pupils who are not legal residents of the District.

In order to determine if and when a pupil became a legal resident of the Town of Stratton, as defined by Vermont law, the Board must require proof of residency as described below. Applicants must also submit to the Board a completed copy of the "Affidavit Concerning Pupil Residency."

Parents, legal guardians, and custodians of pupils and emancipated minors enrolling in Stratton School District schools for the first time, re-enrolling after withdrawal, or whose residency is being questioned, **MUST** submit to the Stratton School Board the following as proof of residency:

1. The enrolling child(ren)'s birth certificate(s).
2. The parent, legal guardian or custodian's valid Vermont driver's license with a Stratton address, or a valid Vermont Identification Card with a Stratton address. The State of Vermont requires that residents obtain this document within 60 days of establishing residency in Vermont.
3. If the parent, legal guardian or custodian owns the Stratton residence where the pupil(s) reside, provide proof of ownership with approved Homestead status. This may be provided by presenting a copy of the deed and a copy of the tax bill if a Homestead Declaration has been filed with the State of Vermont, Dept. of Taxes for the residence. A certified letter from the Stratton Town Clerk's Office that provides details of the property -- deed book and page, name of ownership and homestead status is also acceptable. If no Homestead Declaration has yet been obtained, then the Homestead Affidavit shall be provided (see below).
4. If the parent, legal guardian or custodian does not own the Stratton residence where the pupil(s) reside, provide a copy of a notarized letter or formal lease agreement showing the name, address, and telephone number of the landlord, Stratton address and name of lessee, to include the date the lease began.
5. A current utility bill in the name of the parent(s)/guardian/custodian.
6. Packing slip (or copy) showing name and physical address, i.e., UPS, FM EX, LISPS.

At the discretion of the Stratton School Board other documents may be requested or accepted as potential evidence of Stratton residency. These may include, but are not limited to, the following:

1. An approved Voter Registration
2. A recent bank statement or the like, showing your Stratton address.
3. Valid Vermont vehicle registration card.
4. Valid automobile insurance card with address.
5. Current place of employment.
6. Most recent pay stub.

If the student resides in Stratton with a legal guardian, the guardian must provide the following:

- a. The court document granting legal custody and control of the pupil to the non-parent, including the date custody was obtained.
- b. Above-cited proofs of residency.

If the student resides in Stratton in a foster home through a licensed state agency placement, the foster parent or custodian must provide the following:

- a. Documentation of the placement, including the date of placement.
- b. Above-cited proofs of residency.

If the pupil resides in Stratton as an emancipated minor, the minor must provide the above-cited proofs of residency. The natural parent or legal guardian, and the emancipated minor must complete an "Affidavit Concerning Pupil Residency."

Please provide to the Stratton School Board all of the appropriate above-stated documents and, a completed "Affidavit Concerning Pupil Residency" within thirty (30) days of notifying the Stratton School Board of your intent to enroll your child in school. Only completed packets will be accepted for School Board review. Failure to provide the appropriate documents and completed attached "Affidavit Concerning Pupil Residency" to the Stratton School Board in a timely manner will result in you being billed for tuition.

It is required that in the event of changes to any information that you have provided within the "Affidavit Concerning Pupil Residency," you shall contact the Stratton Town Office as soon as possible at (802) 896-6184 to provide the Town with the current information.

Please note: THE RESIDENCY AFFIDAVIT REQUIRES A NOTARIZED SIGNATURE WITH A NOTARIZED SEAL.

Completed application packets, and, when appropriate, your testimony, shall be reviewed by the Stratton School Board. A decision shall be made as to whether the responses submitted comply with the laws of the State of Vermont, as they relate to the establishment of local residency for school attendance purposes. The Stratton School Board shall authorize the payment of tuition only after residency has been determined and approved by the Stratton School Board.

The Stratton School District is responsible only for educational services provided on or after the established "Initial Date of Residency," and until the time residency has been terminated, as determined and approved by the Stratton School Board. The "Initial Date of Residency" is defined as the date the student in question appears to have established their primary home in Stratton, as supported by the evidence submitted.

The Stratton School Board shall verify continuance of residency year to year for the parent, legal guardian or custodian of pupils attending school. This may be accomplished by reviewing the Town's Grand List to confirm that Homestead Declarations continue to be filed and approved as required by the State each year, or by requesting the most recent lease documentation. The School Board may also request a new "Affidavit Concerning Pupil Residency" or other documentation, as the Board determines, in order to ensure that tuition is provided only for Stratton residents.

Date Reviewed: February 1, 2018

Date Warned: February 15, 2018

Date Adopted: March 1, 2018