

**Franklin Public Schools  
Franklin, Massachusetts 02038**

**Action Required**

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**Subject:** Policy-First Reading

**Date:** June 22, 2021

**Dept:** School Committee

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**Reason:** Required Vote

**Enclosure:** yes

**Recommendation:**

Policy - First Readings

I recommend moving the following policy to a second reading at the next meeting as discussed:

- JFAA-R - School Admission/Residency

**Action Requested of the School Committee:**

Majority vote of the School Committee is required.

<u><b>Vote Tabulator</b></u>	
A Bergen:	Y / N      T Keenan:    Y / N
J D'Angelo:	Y / N      M J Scofield: Y / N
J Pond-Pfeffer:	Y / N      D Spencer:    Y / N
E Stokes:	Y / N      Action: _____

## SCHOOL ADMISSION / RESIDENCY

The Franklin School Committee adopts the following policy regarding the residency and admissions of students. The staff is directed to ensure that all forms and regulations are fully executed and conform to this policy.

### I. RESIDENCY

In order to attend the Public Schools of Franklin, a student must actually reside in the Town of Franklin, unless one of the exceptions (set forth in Part V below) applies. The residence of a minor child is the primary place where a person dwells permanently and is the place that is the center of their domestic, social and civic life. In determining residency, the Public Schools of Franklin retain the right to require the production of a variety of records and documentation and to investigate where a student actually resides.

A determination that a student does not actually reside in the Town of Franklin renders the student ineligible to enroll in the ~~Franklin Public Schools~~ ~~Public Schools of Franklin~~ or, if the student is already enrolled in the ~~Franklin Public Schools~~ ~~Public Schools of Franklin~~, shall result in the termination of such enrollment. A parent, legal guardian, or student who has reached the age of majority (18), who is aggrieved by a determination of residency may appeal the determination to the Superintendent of Schools, whose decision shall be final.

No person shall be excluded from or discriminated against, in admission to the Franklin Public Schools or in obtaining the advantages, privileges and courses of study to the Franklin Public Schools on account of race, color, creed, religion, ancestry, national origin, sex, gender identity or expression, sexual orientation, marital status, genetic information, disability, pregnancy or a related condition, veteran status, age, or homelessness

### II. VERIFICATION OF RESIDENCY

Before any student is enrolled in the ~~Franklin Public Schools~~ ~~Franklin Public Schools~~, their parent or legal guardian must provide:

1. A signed Affidavit of Residency; and
2. Proof of residency in the Town of Franklin (2 documents)

All applicants for enrollment must submit at least one document each from Column A and B and any other documents that may be requested, including but not limited to those from Column A and, B (noted below). A parent, guardian, or student who is unable to produce the required documents should contact the Superintendent of Schools.

**COLUMN A**  
**Evidence of Residency**

- Record of recent mortgage payment and/or property tax bill
- Copy of fully signed lease.

*NOTE: School District reserves the right to contact landlord to verify lease. Members of Household who live with a leaseholder must have the entire family (adults and children) listed on the lease to indicate the landlord's knowledge and agreement.*

- Tenants at Will – landlord affidavit and recent rental payment
- Section 8 Agreement
- Signed HUD Settlement Statement

**COLUMN B**  
**Evidence of Identification**

- Valid Driver's License
- Valid MA Photo ID
- Passport
- Other Government issued photo ID

The Principal, or their designee, shall verify the home address and home telephone number of each student at least once during the school year. Any irregularities shall be reported promptly to the Superintendent of Schools. Parents are required to notify the school of any changes of their address or the address of the student within five days of the change.

III. **ENFORCEMENT**

Should a question arise concerning any student's residency in the Town of Franklin while attending the **Franklin Public Schools of Franklin**, the student's residency will be subject to further inquiry and/or investigation. Such questions concerning residency may arise on the basis of incomplete, suspicious, or contradictory proofs of address; anonymous tips; correspondence that is returned to the **Franklin Public Schools of Franklin** because of an invalid or unknown address, or other grounds.

The Superintendent may request additional documentation, may use the assistance of the School Department's Attendance Officers, and/or may obtain the services of police

or investigative agency personnel to conduct investigations into student residence. The Attendance Officer and/or residency investigator(s) will report their findings to the Superintendent of Schools, who shall make final determination of residency.

Upon an initial determination by the Superintendent of Schools that a student is actually residing in a city or town other than the Town of Franklin, the student's enrollment in the ~~Franklin Public Schools~~Public Schools of Franklin shall be terminated immediately.

#### IV. PENALTIES

In addition to termination of enrollment and the imposition of other penalties permitted by law, the ~~Franklin Public Schools~~Public Schools of Franklin reserve the right to recover restitution based upon the costs of educational services provided during the period of non-residency.

#### V. EXCEPTIONS

1. The Residency Requirements Shall Not Apply to the Following:

- a. Students enrolled in the High School under special programs approved by the School Committee, such as educational exchange programs;
- b. Tuition paying students, as permitted by law;
- c. School Choice students, as permitted by law; and if the School Committee adopts the School Choice option;
- d. Students who are entitled to attend the ~~Franklin Public Schools~~Public Schools of Franklin under the McKinney-Vento Homeless Assistance Act.
- e. Students in foster care who are entitled to attend Franklin Public Schools

2. Extraordinary Circumstances:

a. ~~Tuition Basis~~

~~Students already enrolled in the Franklin Public Schools~~Public Schools of Franklin who move out of Franklin on or after spring vacation of a given school year, or or in the case of 8<sup>th</sup> graders and Franklin High School seniors who move out of Franklin on or after the school year begins of a given school year, may complete the current school year.

b. ~~Tuition Waivers~~

~~At the discretion of the Superintendent or theirhis designee, tuition may be waived in the following cases:~~

a. Students in their senior ~~year~~class at Franklin High School who move from Franklin on or after the school year begins of their senior year., ~~and who have resided in Franklin during the entire previous school year.~~

b. Students who move because of the severe or chronic illness of the student or immediate family member; the death of an immediate family member; disaster to the residence; or other circumstances having a significant impact upon the student.

3. Dwellings that are Intersected by the Town Line:

a. Dwellings that are Intersected by the Town Line prior to the Adoption of this Policy:

1. In the case of a single family dwelling, as distinguished from a plot of land, that is intersected by whatever degree by the Town Boundary Line prior to the adoption of this policy, and upon which some property tax is assessed by the Town of Franklin, persons residing therein may attend the ~~Franklin Public Schools~~Public Schools of Franklin.

2. In the case of a multiple-dwelling structure in which any apartment, suite, or family unit located therein is intersected by the Town Boundary Line prior to the adoption of this policy, and upon which some property tax is assessed by the Town of Franklin, persons residing therein may attend the ~~Franklin Public Schools of Franklin.~~

b. Dwellings that are Built or Altered After the Adoption of this Policy:

1. In the case of a single family dwelling that is intersected by whatever degree by the Town Boundary Line because of construction or alterations occurring after the adoption of this policy, if more than fifty percent of such dwelling is located within the Town boundary, persons residing therein may attend the ~~Franklin Public Schools~~Public Schools of Franklin.

2. In the case of a multiple-dwelling structure in which any apartment, suite, or family unit located therein is intersected by the Town Boundary Line because of construction or alterations occurring after the adoption of this policy, if more than fifty percent of such apartment, suite or family unit is located within the Town boundary, persons residing therein may attend the Franklin Public SchoolsPublic Schools of Franklin.

## VI. NOTIFICATION

~~The Franklin Public Schools~~~~Public Schools of Franklin~~ residency requirements, verification procedures, and consequences of falsifying or misrepresenting residency will be published in the Franklin School Committee Policy Manual, and published in each school handbook.

CROSS REF: JFAB – Student Moving Procedures

JFABD – Homeless Students: Enrollment Rights & Services

JFABF – Educational Opportunities for Children in Foster Care

Legal Reference: M.G.L. Chapter 76, Section 1

M.G.L. Chapter 76, Section 5

Reviewed, revised 2/7/12

Reviewed, revised, adopted by School Committee: 8/26/2014

Reviewed, revised 8/18/16

Reviewed, revised, adopted by School Committee 6/26/2018

Reviewed; revised 10/20/20

To School Committee for First Reading: 6/22/2021