

**Policy**

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ENROLLMENT AND TUITION FOR CHILDREN OF NONRESIDENT STAFF MEMBERS  
IN THE JERSEY CITY PUBLIC SCHOOLS

Purpose

The Jersey City Board of Education values the time and dedication of the district staff. Therefore, to accommodate nonresident staff members that may desire that their children receive the benefits of acquiring an education in the Jersey City Public Schools, the district shall allow and consider applications for the enrollment of these perspective students in the Jersey City School District. The enrollment of children of nonresident staff members shall be according to this policy, with payment of tuition, on a space available basis, and within the confines of the district budget.

Enrollment Permitted in General Education Grades K-12

Nonresident staff members will be permitted to enroll their child(ren) in the general education classes of the Jersey City Public Schools.

Children of nonresident staff members may not attend the school in which the child's parent/guardian works. Enrollment is permitted only for general education classes grades K-12. For purposes of this policy, "general education classes" shall mean all classes and programs in the district except the pre-school program and McNair Academic High School.

A nonresident child of a staff member currently attending McNair Academic High School will be permitted to complete the program, if the student meets the qualifications.

Criteria for Admission

Children of nonresident staff members (full time instructional or non-instructional staff) may be enrolled in the Jersey City Public Schools subject to the following criteria:

- A. Space is available in the educational programs of the school so that no Jersey City resident student is denied admission into an educational program; and
- B. Enrollment does not adversely affect the racial balance of the school or program.

Transportation

Student transportation will be the responsibility of the nonresident staff member.

Application Process

The following procedures shall apply to nonresident staff members making application to have their child considered for enrollment in the Jersey City School District:

- A. Application is submitted to the superintendent's office;
- B. The application should be made six (6) months prior to the requested start date;
- C. Verification will be made by the superintendent's office to ensure that general criteria for admission are met;
- D. The superintendent's will decide whether to approve or disapprove the application based on the criteria listed above;

ENROLLMENT OF NONRESIDENT STAFF CHILDREN (continued)

- E. Notification of the superintendent's determination will be sent to the staff member and the affirmative action officer.

One-Year Approval

Approval of an application for a child of a nonresident staff member to attend the Jersey City Public Schools will be in effect for a period of one academic year only. Should the nonresident staff member desire to have his or her child(ren) attend the Jersey City Public Schools in a subsequent year (or years), re-application must be made. Currently enrolled students in good standing and seeking re-application in consecutive years shall be given priority for placement for the available spaces.

Removal of Students

If any nonresident parent or guardian cause his or her child(ren) to be enrolled in the Jersey City Public Schools without the express written approval of the superintendent, the child(ren) will be immediately removed from the district and said parent or guardian shall be charged the full pro-rated amount for the tuition which is defined as the per pupil cost for educating a student in the Jersey City Public Schools.

Tuition

## A. Charges

The amount of tuition is the percentage of the total local tax effort of the budget for the academic year multiplied by the estimated cost per pupil for tuition purposes, elementary or secondary (example: 1626% of the total budget supported by local tax effort = .1626 x \$7403 per pupil cost, elementary = \$1204 tuition was for the 2008- 2009 school year).

## B. Method of Payment of Tuition

One-tenth of the tuition charges must be remitted, by certified check or payroll deduction, to the business administrator on or before the first of each month of the school year, September to June.

Adopted: October 15, 2009  
 NJSBA Review/Update: April 2013  
 Readopted: October 17, 2013

Key Words

Nonresidents, Nonresident Staff, Tuition, Tuition Student

<b><u>Legal References:</u></b>	<u>N.J.S.A.</u> 18A:7F-45	Definitions
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:38-3	Attendance at school by nonresidents
	<u>N.J.S.A.</u> 18A:38-8	Duty to receive pupils from other districts
	<u>N.J.S.A.</u> 18A:38-19	Tuition of pupils attending schools in other district
	<u>N.J.S.A.</u> 18A:46-21	Tuition (disabled)
	<u>N.J.S.A.</u> 18A:46-20	Receiving students from outside district; establishment of facilities
	<u>N.J.A.C.</u> 6A:22	Student residency
	<u>See particularly:</u>	
	<u>N.J.A.C.</u> 6A:22-3	Eligibility to attend school

**Possible**

<b><u>Cross References:</u></b>	3240	Tuition income
	*5111	Admission
	*5114	Suspension and expulsion

ENROLLMENT OF NONRESIDENT STAFF CHILDREN (continued)

- \*5118 Nonresidents
- 6142.5 Travel and exchange programs
- \*6151 Class size

\*Indicates policy is included in the Critical Policy Reference Manual.