

MIDDLETOWN AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: PROOF OF RESIDENCE

ADOPTED: May 21, 2007

REVISED: September 27, 2010

202.1. PROOF OF RESIDENCE	
1. Purpose Pol. 200	In order to protect the rights and privileges of the residents and students of the Middletown Area School District, the parents/guardians of all students registering in the school district must present one (1) acceptable proof of residence and two (2) proofs of identification to the school as part of the registration process before a student is permitted to attend school.
2. Authority	This policy pertains to all students registering in all grades (K-12) including original entries (E1 and E2), re-entries (R-3, R-4, R-5, R-6, R-7), and students who move within the school district.
3. Guidelines	<p>Acceptable original proofs of identification of parent/guardian are photo IDs (driver's license, military ID, state issued photo ID or passport).</p> <p>Acceptable original proofs of residence include the parent's/guardian's current:</p> <ol style="list-style-type: none"> 1. One (1) of the proofs must be one (1) of the following: <ol style="list-style-type: none"> a. Deed. b. Agreement of Sale. c. Lease containing your name and verified by building superintendent. d. Real estate tax bill or paid real estate tax receipt. 2. The remaining two (2) proofs of residence can be the following: <ol style="list-style-type: none"> a. Valid PA Department of Transportation license or identification with current district address. b. W-2 statement/IRS statement or tax return. c. Auto/Homeowner's/Tenant's Insurance statement.

	<p>d. Copy of state/federal Program Enrollment.</p> <p>e. Voter registration card noting township or borough.</p> <p>f. Current utility bill (gas, electric, water, sewer).</p> <p>The above list of acceptable proofs is subject to change at any time.</p>
<p>SC 1302</p>	<p>Pennsylvania School Law requires that a family fully reside within the boundaries of the school district in order to be eligible for school privileges.</p>
<p>SC 1302</p>	<p>Providing the evidence listed above is not to be construed as a guarantee of admission or as a substitute for compliance with the residency requirement of Section 1302 of the PA School Law.</p> <p>In addition to requiring the above listed documentation of residency, which are only examples of the boundaries, the school district reserves the right to conduct home visit(s) at any time to determine that the persons seeking admission are actually residing in the district.</p> <p>The burden of proof of residency is always on the persons seeking school services and cannot be satisfied by, e.g., renting an apartment or leasing a home in the school district when individuals do not intend to fully reside within district boundaries.</p> <p>The school district further reserves the right to remove any student from the school rolls when it has evidence that the residency requirements are being violated. The school district also has the right to prosecute for theft of services when it has evidence that violations have occurred.</p>
<p>SC 1302</p>	<p><u>Residents Housing Adults With School-Age Children In Their Home</u></p> <p>When a parent(s)/guardian(s) with school-aged child/children take up residence in the home of a school district resident (e.g., a grandparent), the resident must present three (3) proofs of residency. In addition, the resident must fill out a district-provided multiple occupancy form attesting to the fact that the people listed on the form fully reside in the resident's home. This form must be notarized.</p> <p>Copies of proofs of residence will be made and placed in the student's file.</p> <p>Proofs of residence will be presented to the school of which the student is registering as part of the registration process.</p>

<p>SC 1302 Title 22 Sec. 11.19 Pol. 202</p> <p>4. Delegation of Responsibility</p>	<p>The school district reserves the right to request proofs of residence of any resident with school-aged children at any time.</p> <p><u>Resident Supporting Nonresident Child</u></p> <p>When a resident keeps in his/her home a child of school age, not his/her own, supports the child gratis (for nothing, without fee or recompense) as if the child was his/her own and the parents/guardians have given up their rights for school purposes, the resident must present three (3) proofs of residency as referenced in the guideline section of this policy. The resident must complete the district-approved affidavit forms. (See policy 202 for further detail.)</p> <p>The Director of Assessment and Support Services will act as the resource person to this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302</p> <p>State Board of Education Regulations – 22 PA Code Sec. 11.19</p> <p>Board Policy – 200, 202</p>
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