

Date: July 13, 2018

For ACTION _____

For INFORMATION X _____

Board Agenda: Yes ___

No X _____

FROM: Julie A. Crawford, Ed.D., Chief Student Services Officer

THROUGH: Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

TO: The Honorable Ramee Gentry, Chair, and
Members of the Alexandria City School Board

TOPIC: Regulations on School Board Policy JEC: School Admissions

SUMMARY:

On May 24th, the School Board was presented with an update on residency verification and the proposed additions to enrollment documentation specific to residency. By adding the additional document options, most families will be able to complete the registration process upon their first visit and the number of staff home visits should decrease. Additional residency information has been added to School Board Policy JEC-R: School Admission Regulation including residency definition, residency documentation and the residency review process. The documentation changes to the current regulations are:

- Require mortgage, lease or deed with copy of real estate tax
- No longer accept rent receipt
- Expand the 2nd residency verification to include seven additional options (utility bill, current personal Alexandria City property tax bill/receipt, mailed letter from a government agency, current pay stub (noting Alexandria address & Virginia tax withholding), latest federal/state income tax return, 2 consecutive bank statements, current homeowner or renter's insurance policy
- Shared housing requires residency verification from the City of Alexandria resident providing living space and parent/guardian via Form A/B

RECOMMENDATION:

The Superintendent recommends that the School Board review the updated regulations for School Board Policy JEC.

IMPACT:

By reviewing the JEC-R information, the School Board continues its commitment to being fiscally responsible and ensuring the educational equity for ACPS students.

ATTACHMENTS:

School Board Policy JEC-R: School Admissions

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