



LINCOLN PUBLIC SCHOOLS
Lincoln, Massachusetts

ADMISSION OF RESIDENT STUDENTS

General Policy

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The general intention of this policy is to safeguard the rights of children who reside in Lincoln or on Hanscom Air Force Base to attend the Lincoln Public Schools. This policy is also intended to establish guidelines for those limited exceptions in which non-resident students may be admitted to the Schools.

Eligibility for enrollment in the Lincoln Public Schools is governed by Mass. General Laws, Chapter 76. Exceptions are provided by collective bargaining agreement, the School Choice Law, the METCO program, and in the circumstances described below. Please refer to Policy JFA, School Admissions; Policy JFABF, Educational Opportunities for Children in Foster Care; Policy JFABD, Homeless Students: Enrollments Rights and Services; and Policy JFAAB, Admission of Temporary Resident Students.

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"Residency" for students seeking to attend school on the Lincoln campus is defined as the place where a student permanently resides which is the center of the student's domestic, social, and civil life.

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"Residency" for students seeking to attend school on the Hanscom campus is defined as living and sleeping on Hanscom Air Force Base as the legal dependent of a member of the Armed Service assigned to and living in military family housing on Hanscom AFB.

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Potential Waiver When Residency is in Transition

For students whose residency is in transition, the following exceptions to the general policy may apply, with prior written approval from the Superintendent of Schools:

1. Pending Purchase of Dwelling - The children of families who have a signed and accepted Purchase and Sale Agreement to purchase and reside in a dwelling in the Town of Lincoln may be enrolled up to 30 calendar days in advance of the time actual physical residence occurs. If actual residence occurs later than 30 days after enrollment, students may be asked to leave the Schools until actual residency occurs.
2. Construction of New Dwelling - Children of families which, who are building a primary residence in Lincoln may enroll in the Schools at the beginning of the school year if they have obtained a certificate of occupancy from the Town.

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- 3. Residence in Rental Properties - Children of families who plan to rent a primary residence in Lincoln may enroll in the Lincoln Public Schools 30 days prior to taking possession of the rental property, as evidenced by a signed lease and evidence of financial commitment.
- 4. Brief Residence Outside the Town - Lincoln Schools students whose families must briefly live outside the Town because they are (a) moving from one Lincoln residence to another, or (b) renovating a current Lincoln residence, may continue to attend the Lincoln Public Schools. Evidence of the intention and ability to resume residency in Lincoln within 90 days may be required.
- 5. Temporary Housing at Hanscom - Students whose parents are placed in temporary housing on Base shall be educated at the Hanscom Campus schools for the duration of their residency in temporary housing.
- 6. Completion of School Year - Lincoln Public School students attending in-district schools who cease to reside in Town or on Base after March 15 of a school year may complete that school year in Lincoln. Thereafter, they will be expected to be educated in the community where they reside.

Ref: Policy JFA, School Admissions; Policy JFABF, Educational Opportunities for Children in Foster Care; and Policy JFABD, Homeless Students: Enrollment Rights and Services

Legal Ref:

M.G.L. ch.76 sections 5 and 6

Walker Home for Children Inc. v Town of Franklin, 416 Mass. 291 (1993)



Adopted by the Lincoln School Committee, June 17, 1998
Revised September 28, 1998
Revised March 20, 2003
Revised at School Committee Meeting of April 26, 2018
Revised at School Committee Meeting of March 14, 2019
Revised at School Committee Meeting of

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"Residency" for students seeking to attend school on the Lincoln campus is defined as living and sleeping in a domicile in Lincoln at least 50% of each week or more. "Residency" for students seeking to attend school on the Hanscom campus is defined as living and sleeping on Hanscom Air Force Base as the legal dependent of a member of the Armed Services assigned to and living in military family housing on Hanscom AFB.

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Lincoln Public Schools. Evidence of the intention and ability to resume residency in Lincoln within 90 days may be required.

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Ref: Policy JFA, School Admissions; Policy JFABF, Educational Opportunities for Children in Foster Care; and Policy JFABD, Homeless Students: Enrollment Rights and Services

Adopted by the Lincoln School Committee, June 17, 1998
Revised September 28, 1998
Revised March 20, 2003
Revised at School Committee Meeting of April 26, 2018
Revised at School Committee Meeting of March 14, 2019



LINCOLN PUBLIC SCHOOLS
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HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES

To the extent practical and as required by law, the district will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school. Homeless students will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, ELL services, extracurricular activities, summer programming, and school nutrition programs. In addition, parents are provided with meaningful opportunities to participate in their child's education.

Homeless students are defined as lacking a fixed, regular and adequate nighttime residence, including:

1. Sharing the housing of other persons due to loss of housing or economic hardship;
2. Living in motels, hotels, trailer parks or camping grounds (this excludes the transitional housing and campgrounds on Hanscom Air Force Base (HAFB)) due to the lack of alternative adequate accommodations;
3. Living in emergency or transitional shelters;
4. Being abandoned in hospitals;
5. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;
6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings;
7. Migratory children living in conditions described in the previous examples described above.

The Superintendent shall designate an appropriate staff person to be the district's liaison for homeless students and their families. The Lincoln Public Schools homeless liaison will work directly with HAFB leadership to further determine the status of those claiming homelessness with consideration of the DoDEA contract provisions.

To the extent feasible, homeless students (PK-8) will continue to be enrolled in their school of origin to include designated receiving schools while they remain homeless or until the end of the academic year in which they obtain permanent housing. In addition, transportation will continue to be provided through the end of the school year in which permanent housing is obtained. Instead of remaining in the school of origin, parents or

guardians of homeless students may request enrollment in the school in the attendance area in which the student is actually living, or other schools. Attendance rights by living in attendance areas, other student assignment policies, or intra and inter-district choice options are available to homeless families on the same terms as families resident in the district.

If there is an enrollment dispute, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian shall be informed of the district's decision and their appeal rights in writing. The district's liaison will carry out dispute resolution as provided by state rule. Unaccompanied youth will also be enrolled pending resolution of the dispute.

Once the enrollment decision is made, the school shall immediately enroll the student, pursuant to district policies. If the student does not have immediate access to immunization records, the student shall be admitted under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Records from the student's previous school shall be requested from the previous school pursuant to district policies. Emergency contact information is required at the time of enrollment consistent with district policies, including compliance with the state's address confidentiality program when necessary. Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different district, or a homeless student is living in another district but will attend their school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally.

The district's liaison for homeless students and their families shall coordinate with local social service agencies that provide services to homeless children and youths and their families; other school districts on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. This coordination includes providing public notice of the educational rights of homeless students in schools, family shelters and soup kitchens. Living arrangements of students identified as homeless is considered protected and not to be published in directory information without consent of the parents or guardians. The district's liaison will also review and recommend amendments to district policies that may act as barriers to the enrollment of homeless students.

LEGAL REFS.: The McKinney-Vento Act and Title I, Part A, as amended by the Every Student Succeeds Act of 2015

Adopted at School Committee Meeting of March 14, 2019



LINCOLN PUBLIC SCHOOLS
Lincoln, Massachusetts

EDUCATIONAL OPPORTUNITIES FOR CHILDREN IN FOSTER CARE

The purpose of this policy is to ensure the educational stability of students in foster care and their equal access to the same free and appropriate public education through high school graduation as provided to other students as required by law. Educational stability has a lasting impact on students' academic achievement and well-being, and the School Committee is committed to supporting district and community efforts to ensure that students in foster care have access to high-quality, stable educational experiences.

Foster care students are defined as students placed by the Department of Children and Families (DCF) into 24-hour out-of-home care, away from their parents or guardians. These placements include; foster family homes; foster home of relatives; emergency shelters (STARR programs or Transitional Care Units); residential facilities; child-care institutions; group homes; and pre-adoptive homes.

The law requires that foster care students continue to attend their school of origin, unless after a collaborative decision-making process it is determined to be in the student's best interest to enroll in and attend school in the district in which a foster care provider or facility is located (if different). The law also requires that when it is not in the student's best interest to remain in the school of origin, the student is immediately enrolled and attending in a new school district, even if records normally required for enrollment cannot be quickly produced. Additionally, the law requires the Department of Children and Families (DCF), The Department of Elementary and Secondary Education (DESE), and the school district to designate points of contact; and also that the district collaborate with DCF to ensure that students will receive transportation to the school of origin if needed.

For students whose IEPs place them in out-of-district approved private or public special education schools or collaboratives, the district of origin is the district in which the student was enrolled at the time of DCF placement.

Best Interest Determination

Decisions about whether a student in foster care should continue to attend the school of origin should be made collaboratively by DCF, the student (as appropriate), the student's family and/or foster family (and if different, the person authorized to make educational decisions on behalf of the student), the school and district of origin, and (when different) the local district where the student is placed. Best interest determinations should focus on the needs of each individual student and take into account a variety of factors. Every effort should be made to reach agreement regarding the appropriate school placement of a student in foster care. However, if there is disagreement regarding school placement for a student in foster care, DCF will finalize the best interest determination.

The district can seek review of DCF's decision by utilizing a Foster Care School Selection Dispute Resolution Process established by DESE and DCF. Decisions made through this process are not subject to review. Under the law, to promote educational stability, students

should continue to attend their schools of origin while best interest determinations are being made.

Transportation

The district of origin must collaborate with DCF on how transportation will be provided and arranged to ensure that students in foster care who need transportation to remain in their school of origin will receive such transportation while they are in foster care.

Transportation options may include using Title I funds, establishing regional collaborations among districts, coordinating with existing routes for transportation, seeking help from foster parent(s), etc. Absent other agreements between the district and DCF, the district of origin is responsible for providing transportation to and from the school of origin.

Immediate Enrollment

If it is in the best interest of a student in foster care to leave the school of origin, the student must be enrolled in school in the local school district immediately. To minimize disruption of the student's education, the law requires the district to enroll the student in a new school right away, without waiting to receive the typical student enrollment documentation (other than emergency contact information). The enrolling school must immediately contact the child's school and district of origin to obtain the relevant records and documentation, and the school and district of origin should immediately transfer those records.

To facilitate enrollment, DCF representatives will present the district with a form that indicates that the student is in foster care, along with their state-agency identification badge, when enrolling students.

LEGAL REFS: Every Student Succeeds Act (ESSA) 2015;
Fostering Connections to Success and Increasing Adoptions Act of 2008
(Fostering Connections Act)
*Massachusetts Department of Elementary and Secondary Education and
Massachusetts Department of Children and Families Guidance for Schools
and District on Implementing Foster Care Provisions of the Every Student
Succeeds Act (ESSA), 1/26/18*

Source: MASC

Adopted at School Committee Meeting of March 14, 2019