

## ENROLLMENT REPORTING

Policy No. 3127

July 3, 2012

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It is the policy of the Seattle School Board that accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the district's responsibilities under the attendance and truancy laws. Therefore, it is imperative that staff be diligent in maintaining such records. Further, the district shall comply with all applicable legal requirements.

The Superintendent or his or her designee is authorized to develop procedures and guidelines to implement this policy.

Adopted: July 2012

Revised:

Cross Reference: Policy Nos. 2255; 3115 Related Superintendent Procedure: 3127SP

Previous Policies: G21.00

Legal References: RCW 28A.225.215 Enrollment of children without legal residences; 28A.225.330 Enrolling Students from other districts — Requests for information and permanent records; WAC 392-121-106 Definitions — enrolled student; 392-121-108 Enrollment exclusions; 392-121-122 Definitions — Enrolled and full-time equivalent students; 392-121-182 Alternative learning experience requirements; 392-169-022 Running start student — definition

Management Resources: