

**Non-Resident Employee Elementary Tuition Waiver Policy**

As a means to help attract and retain highly capable and effective employees to provide the best quality education for our students, the School Committee may provide a tuition waiver to eligible non-resident employees whose children enroll at the Blue Hill Consolidated School (BHCS).

Adopted: Blue Hill School Committee - April 10, 2002

## 5302.1 A Procedure

### Non-Resident Employee Elementary Tuition Waiver Procedure

The Blue Hill School Committee may grant an Elementary School Tuition Waiver under the following terms and conditions:

- 1. Tuition Waiver.** The waiver shall be equal to, and shall not exceed, the Blue Hill Consolidated School's per student tuition rate set annually by the Maine Department of Education. Any costs in excess of this waiver for transportation, additional special education services, accommodations for students with disabilities or other special needs or purposes, shall be the responsibility of the parents.
- 2. Eligible employees.** Full-time contracted teachers that reside outside the town of Blue Hill are eligible to apply for tuition waiver.
- 3. BHCS attendance only.** The tuition waiver is available only for students enrolled at BHCS. Non-resident employees and their children will not be regarded as residents of Blue Hill for purposes of their children's attendance of secondary school or any other school, or for any other purpose.
- 4. Application.** Non-resident eligible employees who wish to enroll their children at BHCS shall complete an application annually by May 1. Children of non-resident employees are admitted on a year-by-year basis.
- 5. Enrollment criteria.** Enrollment and availability of the tuition waiver for children of eligible non-resident contracted teaching staff shall be based on the availability of space within an existing program or classroom that the student would be attending. The School Committee shall not create new programs or classrooms to serve non-resident tuition students. Except as otherwise specifically provided in this policy or required by law, a child will not be admitted when that student's attendance will require the hiring of additional staff or expansion of existing facilities, or, if in the judgment of the Superintendent and/or Principal, enrollment will increase to an educationally undesirable level.
- 6. Preferences.** Children of eligible non-resident employees will be enrolled on a first-come, first-served basis. Children who have been previously enrolled at BHCS will receive preference over new applicants.

## 5302.1A Procedure

7. **Administrator discretion.** The Superintendent and/or Principal may refuse to admit any child under this policy who has been expelled or had significant disciplinary problems at any school.
  
8. **Non-discrimination.** In accepting children of non-resident employees, the School Committee will not discriminate on the basis of race, color, religion, national origin or disability.
  
9. **Other non-resident students.** Nothing in this policy shall prevent enrollment of non-resident students as otherwise required by law.

Adopted: Blue Hill School Committee - May 8, 2002  
Amended: Blue Hill School Committee - September 14, 2005

**Non-Resident Employee Elementary Tuition Waiver**

**- Student Application -**

\_\_\_\_\_  
**Today's Date**

1. \_\_\_\_\_  
**Student Age Current Grade Level Current School**

2. \_\_\_\_\_  
**Parent/Employee**

3. \_\_\_\_\_  
**Mailing Address**

4. \_\_\_\_\_  
**Legal Residence**

5. \_\_\_\_\_                      \_\_\_\_\_  
**Home Telephone Evening Telephone**

**Please mail or fax to:**

Superintendent of Schools  
20 Hinckley Ridge Road  
PO Box 630  
Blue Hill, ME 04614

Telephone: 374-9927  
Fax: 374-2951

\_\_\_\_\_ **This section for internal use:**

\_\_\_\_\_  
**Date Received    Date Reviewed    By Principal/Superintendent    Disposition    Date**

\_\_\_\_\_  
**School Committee Reviewed (If Necessary)    Disposition    Date**

**Comments:**

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\_\_\_\_\_

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Note: All tuition waiver decisions shall be made in accordance with the tuition waiver policy and procedure. The parent is responsible for providing all information requested by the administration for consideration of this application.