



BURLINGTON SCHOOL DISTRICT

Building a Learning Community

VERIFICATION OF RESIDENCY OF PUPILS

The Burlington School Board is responsible for ensuring the education of pupils who are residents in the Burlington School District. The Board is making every effort to ensure the continued quality of education that the residents of this District have come to expect. In addition, the Board has a responsibility to the taxpayers of this District to be assured that the District is only educating those pupils whose parents, legal guardians or custodians have chosen to make this District their residence or who meet the statutory exceptions to the residency requirement. Accordingly, the District may, consistent with state statute, refuse to accept or may dismiss pupils who are not legal residents of the District.

In order to determine whether a pupil is a legal resident as defined by Vermont law, the District must require proof of residency as described below and completion of the "Affidavit Concerning Pupil Residence." Your cooperation in this effort is appreciated.

Parents, legal guardians and custodians of pupils and emancipated minors enrolling in the Burlington School District schools for the first time, re-enrolling after withdrawal, or whose residence is being questioned, must supply to the principal of the school in which enrollment is being sought the following residency information:

Proof of Burlington, Vermont residency from **ONE** of the following:

- a. Current tax bill.
- b. Current mortgage papers/closing statement showing a Burlington address and the name of the parent or legal guardian, or custodian.
- c. Formal lease showing the name, address and telephone number of the landlord, Burlington address and name of lessee.
- d. A notarized letter from the landlord stating the address of the residence being leased and the name(s) of the lessee(s), along with the landlord's address and telephone number.

AND

Proof of Burlington residency from **TWO** of the following:

- a. Valid Vermont drivers license with Burlington address.
- b. Valid Vermont identification card with Burlington address.
- c. Valid voter registration card or receipt with Burlington address.
- d. Valid Vermont vehicle registration card.
- e. Current utility bill in your name.
- f. Valid Public Aid card.
- g. Current Burlington library card with your name and address.
- h. Valid automobile insurance card.
- i. Bank Statement for last or current month (financial information redacted).

3. If the minor pupil's natural parents are divorced, the parent must provide a certified copy of the following portions of the current divorce decree: its title page, the section granting custody and control of the pupil, any amendment affecting custody and control, and the signature page. [If both parents have custody, residence is where either parent lives. If one parent has sole custody, the pupils' residence is only with that parent 16 V.S.A. 1075(a)(1)]
4. If the pupil resides in Burlington with a legal guardian or custodian, the guardian or custodian must provide the following:
 - a. A court document or a S.R.S. Placement/Payment Authorization Form granting legal custody and control of the pupil to the non-parent.

AND

- b. Completion of the "Affidavits Concerning Pupil Residence."

OR

Provide alternative to residency for tuition.

5. If the pupil resides in Burlington as an emancipated minor, the natural parent or legal guardian, and the emancipated minor must complete an Affidavit Concerning Pupil Residence.
6. Parents, legal guardians or custodians of pupil(s) who are not Burlington residents and wish the pupil(s) to attend the Burlington Schools, must supply the appropriate custody information for the pupil(s) they wish to enroll, and they must: apply to the Superintendent for the pupil(s) to be admitted as a non-resident (tuition) pupil as defined in School Board Policy JEC-B, Admission of Non-Resident Pupils.

Please provide to the school principal the appropriate above stated documents and a completed Affidavit Concerning Pupil Residence within the next thirty (30) days. Failure to timely provide the principal with the appropriate documents and the completed attached Affidavit will result in your being billed for tuition and/or may result in your child being excluded from school.

Please note: THE AFFIDAVIT CONCERNING PUPIL RESIDENCE REQUIRES A NOTARIZED SIGNATURE. For your convenience, a notary is available, free of charge, at the Business Office of Burlington School District Administration Offices located at 150 Colchester Avenue, Burlington, Vermont. In addition, some schools have a notary available at the office.

This (these) document(s) will be reviewed by the administration of the district and a decision will be made as to whether the responses comply with the laws of the State of Vermont, as they relate to establishing residency for school attendance purposes.

Any decision regarding residency may be appealed in writing to the Burlington School Board. If the Superintendent denies enrollment, and the pupil will not be in attendance for at least two days pending a Board hearing, the Commissioner of the Department of Education may issue a temporary order requiring enrollment. Once the Board has made its decision any interested person or taxpayer, may appeal the decision to the Commissioner of Education whose decision shall be final.



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AFFIDAVIT CONCERNING PUPIL RESIDENCE

Answers to the following inquiries are necessary in determining residency for school attendance.

IF YOU MAKE AN ANSWER THAT YOU KNOW IS FALSE, YOU CAN BE CRIMINALLY PROSECUTED, RECEIVE JAIL TIME AND/OR FINED UP TO \$10,000. SEE 13 V.S.A. §3016, FALSE CLAIM.

I, _____ first being duly sworn, depose and say:
(print name)

General Information:

- 1. Name of Pupil:
2. Address where pupil presently lives:
3. Name of Mother:
4. Where does Mother live:
5. Name of Father:
6. Where does Father live:
7. Are the parents divorced (if answer is no, move to question 11):
8. Who has custody of the pupil:
9. What is the date of the divorce decree:
10. A certified copy of the divorce decree and any amendment must be furnished as described in the Verification of Residency, #3.

If a pupil is not living with a parent:

- 11. Name of person(s) with whom the pupil lives:
12. Address and phone number of person(s) with whom pupil is living:
13. Relationship of each said person(s) to the pupil:
14. Why is the pupil living with said person(s):
15. On what date did the pupil move in with this person(s):
16. Does the person(s) with whom the pupil is staying have authority to discipline this pupil:
17. Is the person(s) with whom the pupil is staying paid any money for food, housing or for keeping the pupil:
18. For how long is the arrangement with the person(s) with whom the pupil is staying:
19. Has the person(s) with whom the pupil lives become legal guardian of the pupil:
20. If the answer is yes, attach a copy of the guardianship order.
21. Why was the guardianship secured:
22. Where did the pupil reside during the previous summer:
23. Do you pay any money to support the pupil:
24. Who declares the pupil as a dependent for income tax purposes:

- 25. Who is authorized to receive report cards:
- 26. Who would attend parent conferences at the school:
- 27. Who would receive notifications in case of pupil discipline, suspension or expulsion:
- 28. On Saturdays and Sundays, where does the pupil stay:.....
- 29. Has the pupil's residence within the School District not been established solely for the purpose of attending the schools thereof?

The foregoing facts are sworn in order to induce the School District to enroll the pupil in the schools of the District.

I certify that I understand the residency requirements and that I know the penalty for fraudulent registration.

My signature below indicates that if, after further investigation, any of the above information, including the questionnaire, is fraudulent, the pupil may be may be disenrolled from the Burlington School District. Further, I understand that I will be billed for tuition at the current daily rate from the first day of attendance through the last day of attendance and I agree to pay such bill. Finally, I understand that I may be subject to CRIMINAL prosecution if I have knowingly answered any of the above questions falsely.

Dated at Burlington, Vermont this ____ day of _____, 20 ____.

Signature

Print Name

Relationship to Pupil: _____

STATE OF VERMONT
CHITTENDEN COUNTY, SS.

Subscribed and sworn to before me this ____ day of _____, 20 ____.

Notary Public Commission Expires 20____