

**DATE:** October 11, 2011

**TO:** Board of Trustees

**FROM:** Trustee Leslie Cleary, Chair 2010-2011 Policy Review Committee  
Trustee Michael Janz, 2010-2011 Policy Review Committee  
Trustee Catherine Ripley, 2010-2011 Policy Review Committee

**SUBJECT:** Review of Board Policy IEC.BP - Student Admission to the District

**ORIGINATOR:** Tanni Parker, Assistant Superintendent

**RESOURCE**

**STAFF:** Lea Beeken, Ann Calverley, Bruce Cline, Eila Stenberg, Carol Symons

**REFERENCE:** IC.BP - Student Accommodation  
IC.AR - Student Accommodation  
IEC.AR - Student Admission to the District  
*School Act* Sections 1(2)(3), 8(1), 13(1), 44, 45, 49, 62 and 273  
Government of Alberta Funding Manual for School Authorities  
Citizenship & Immigration Canada

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**ISSUE**

In keeping with the Board's desire to eliminate Board regulations, it is recommended that Board Regulation IEC.BR - Student Admission to the District be replaced with Board Policy IEC.BP - Student Admission to the District.

**RECOMMENDATION**

- 1. That new Board Policy IEC.BP - Student Admission to the District (Attachment I) and the rescission of Board Regulation IEC.BR – Student Admission to the District be considered for the first time.**
- 2. That new Board Policy IEC.BP - Student Admission to the District (Attachment I) and the rescission of Board Regulation IEC.BR – Student Admission to the District be considered for the second time.**

**BACKGROUND**

Policy development and review is guided by Board Policy CH.BP - Policy Development and Review. All existing policies and regulations are reviewed approximately every seven years or as required. Edmonton Public Schools will post proposed new policies (or changes to existing policies) on the district website and invites input on the effects of changes.

**RELATED FACTS**

- A policy review web-survey was conducted in accordance with board policy review procedures and was open for input from May 5 to June 9, 2011. Key stakeholder organizations and partners were notified of the policy review process and survey.
- Thirty-six responses were received - 14 parents, 10 community members, one community/professional organization, two principal/decision unit administrators, and nine staff members. The majority of respondents (83.3 per cent) do not believe that the

policy requires clarification; 91.7 per cent of the respondents stated there are no additional elements that should be considered in this policy.

**CONSIDERATIONS & ANALYSIS**

## Key Changes IEC.BR

1. Requirement of proof of citizenship and residency was added
2. Statement that underage children will not be given access to programming unless they have a severe special need was removed
3. Clarifying that adult students will pay fees
4. Modifying the reciprocal agreement with Edmonton Catholic Schools regarding non-resident students, so that moderate and regular students who are resident of Edmonton Catholic Schools will be accepted by Edmonton Public Schools without a sponsorship agreement
5. Deletion of a section regarding property taxes that is not used
6. Code was changed from board regulation IEC.BR to board policy IEC.BP

**NEXT STEPS**

Pending approval of first and second considerations proposed Board Policy IEC.BP will be brought to Board on October 25, 2011 for third consideration and final approval.

**ATTACHMENTS & APPENDICES**

- ATTACHMENT I New Board Policy IEC.BP - Student Admission to the District  
ATTACHMENT II Board Regulation IEC.BR – Student Admission to the District With Proposed Changes

TP:jf

# Edmonton Public Schools Board Policies and Regulations

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CODE: IEC.BP

TOPIC: Student Admission to the District

EFFECTIVE DATE:

ISSUE DATE:

REVIEW DATE:

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## A. GENERAL

1. All individuals who meet the requirements of the *School Act* are entitled to have access to schooling in accordance with district regulations related to student admission, placement, and accommodation.
2. All individuals of school age seeking admission to district programs shall provide proof of citizenship, residency and legal name and age.
3. Individuals not meeting the resident student admission criteria shall be admitted to Edmonton Public Schools subject to availability of space and the arrangement of a sponsorship agreement with the resident board or payment of any applicable fees at time of registration.

## B. ADMISSION CRITERIA

1. Attendance Ages

Further to the provisions of the *School Act*:

- a. An individual who is at least four years six months of age as of September 1 of the school year in which admission is sought shall be permitted to attend a board-operated kindergarten in that school year.
- b. An individual who is at least five years six months of age as of September 1 of the school year in which admission is sought shall be permitted to attend Grade One in that school year.
- c. An individual who is less than five years six months of age as of September 1 of the school year may be permitted to attend Grade One in that school year if they have previously attended an Early Childhood Services program outside of Alberta and the individual has met the learner expectations of the Kindergarten Program Statement.
- d. An individual who is 19 years of age or older as of September 1 of the school year in which admission is sought may be permitted to attend an appropriate Edmonton Public School in that school year.
- e. An individual who is 20 years of age or older as of September 1 of the school year in which admission is sought may be provided with

programming subject to the payment of applicable tuition fees in that school year.

- f. An individual with a severe handicapping condition who is between 2 years, 6 months and four years, 6 months as of September 1 of the school year in which admission is sought shall be provided with Early Education programming subject to availability of provincial funding in that school year.
- g. An individual who is between 3 years, 6 months and four years, 6 months, who resides in the attendance area of the school providing the Early Education program, may be granted admission to Early Education programming as an unfunded community student.

- 2. Individuals who do not meet minimum age requirements shall not be given access to programming within Edmonton Public Schools.
- 3. Residency Status

Residency status shall be determined in accordance with Sections 44 and 273 of the *School Act*.

#### 4. Tuition Fees

- a. The board shall establish annually a schedule of district tuition fees to be charged to:
  - i. Canadian citizens who are non-residents of Alberta,
  - ii. international students,
  - iii. adult students, and
  - iv. other Alberta school jurisdictions under sponsorship agreements.

Notwithstanding subsection (a), tuition fees for students registered in Edmonton Public Schools who are residents of the Edmonton Catholic School District No. 7 shall be waived except for students whose learning needs are classified as severe under criteria established annually by the superintendent of schools.

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Reference(s):

[IC.BP](#) - Student Accommodation

[IC.AR](#) - Student Accommodation

[IEC.AR](#) - Student Admission to the District

*School Act* Sections 1(2)(3), 8(1), 13(1), 44, 45, 49, 62 and 273

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# Edmonton Public Schools Board Policies and Regulations

CODE: IEC.~~BR~~ **BP**

TOPIC: Student Admission to the District

EFFECTIVE DATE: 08-02-1994

ISSUE DATE: 22-02-1994

REVIEW DATE: 02-2001

## A. GENERAL

1. All individuals who meet the requirements of the *School Act* are entitled to have access to schooling in accordance with district regulations related to student admission, placement, and accommodation.
2. All individuals of school age seeking admission to district programs shall **provide proof of ~~make a~~ citizenship, and residency declaration and ~~provide proof of~~ legal name and age.**
3. Individuals not meeting the resident student admission criteria shall be admitted to Edmonton Public Schools subject to availability of space and **the arrangement of a sponsorship agreement with the resident board or** payment of any applicable fees at time of registration.

## B. ADMISSION CRITERIA

### 1. Attendance Ages

~~The *School Act* establishes that every individual who at September 1 in a year is six years of age or older and younger than 19 years of age, and who is a Canadian citizen, or a child of an individual who is lawfully admitted to Canada for permanent or temporary residence, is entitled to have access in that year to an education program.~~

Further to the ~~above~~ provisions of the *School Act*:

- a. An individual who is at least four years six months of age as of September 1 of the ~~school calendar~~ year in which admission is sought shall be permitted to attend a board-operated kindergarten **in that school year that September.**
- b. An individual who is at least five years six months of age as of September 1 of the ~~school calendar~~ year in which admission is sought shall be permitted to attend **Grade One year one in that school year that September.**
- c. **An individual who is less than five years six months of age as of September 1 of the school year may be permitted to attend Grade One in that school year if they have previously attended an Early Childhood Services program outside of Alberta and the individual has met the learner expectations of the Kindergarten Program Statement.**

- d. An individual who is 19 years of age or older as of September 1 of the ~~school-calendar~~ year in which admission is sought may be **permitted to attend an appropriate Edmonton Public School in that school year** provided with programming subject to the payment of applicable tuition fees.
- e. **An individual who is 20 years of age or older as of September 1 of the school year in which admission is sought may be provided with programming subject to the payment of applicable tuition fees in that school year.**
- f. An individual with a severe handicapping condition who is between **2 years, 6 months and four years, 6 months** ~~three and five years of age~~ as of September 1 of the ~~school-calendar~~ year in which admission is sought **shall** ~~may~~ be provided with Early Education programming subject to availability of provincial funding **in that school year.**
- g. **An individual who is between 3 years, 6 months and four years, 6 months, who resides in the attendance area of the school providing the Early Education program, may be granted admission to Early Education programming as an unfunded community student.**

**2. Individuals who do not meet minimum age requirements will not be given access to programming within Edmonton Public Schools.**

3. Residency Status

Residency status shall be determined in accordance with Sections 44 and 273 of the *School Act*.

4. Tuition Fees

- b. The board shall establish annually a schedule of district tuition fees to be charged to:
  - i. **Canadian citizens who are non-residents of Alberta,**
  - ii. **international students,**
  - iii. **adult students, and**
  - iv. **other Alberta school jurisdictions under sponsorship agreements.**
- e. **Notwithstanding subsection (a), tuition fees for students registered in Edmonton Public Schools who are residents of the Edmonton Catholic School District No. 7 shall be waived except for students whose learning needs are classified as severe under criteria established annually by the superintendent of schools.** ~~non-resident, adult, and foreign students.~~
- d. ~~Tuition fees for students registered in Edmonton Public Schools who are residents of the Edmonton Catholic School District No. 7 shall be waived except for students whose learning needs are classified as moderate or severe under criteria established annually by the superintendent of schools.~~
- e. ~~Credit for taxes on property within the city of Edmonton shall not be granted toward payment of non-resident tuition fees.~~

Reference(s):

[IC.BP](#) - Student Accommodation

[IC.AR](#) - Student Accommodation

[IEC.AR](#) - Student Admission to the District

*School Act* Sections 1(2)(3), 8(1), 13(1), 44, 45, 49, 62 and 273

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