

B O A R D
MEMORANDUM

Date: June 22, 2022
To: Board of Trustees
From: Shawna Warren, Acting Superintendent
Originator(s): Liliana LeVesconte, Associate Superintendent, Corporate Services
Subject: Policy 310 – Non-Funded Students

Purpose:

For approval. Motion required.

Motion:

That the Board of Trustees approve Policy 310 – *Non-Funded Students* as presented at the June 22, 2022, Public Board meeting.

Background:

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

At the April 27th Public Board Meeting the Board approved the motion for the: 2022-2023 Non-Funded Student Fee Schedule. In agreement with the Education Act Section 4(1)(8), Policy 310 requires that the Board maintains a schedule of non-funded student tuition fees. The Board authorizes the registration of Non-funded students if there is room in the school and there are appropriate programs and resources available.

Administration has reviewed and updated Policy 310 – *Non-Funded Students* removing the title Non-Resident Students and changing it to Non-Funded Students.

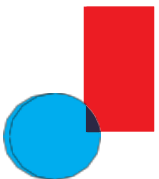
The Policy Committee reviewed Policy 310 – *Non-Funded Students* at their May 25, 2022, committee meeting and have recommended it to the Public Board Meeting for approval.

Administration is prepared to respond to questions at the June 22, 2022, Public Board meeting.

Sincerely,

Shawna Warren, M.Ed
Acting Superintendent

Attachment





Non-Funded Students

EFFECTIVE: March 27, 2019

REVISED: May 2022

REVIEW: 2024-2025

1.0 POLICY

The Board believes that Sturgeon Public Schools was established to provide an education for students who are residents of this system (as defined by the Education Act) and who are eligible to receive provincial funding. The Board recognizes that the need may arise to accommodate non-funded students.

2.0 DEFINITIONS

“Room in the school” will be determined by the number of students in a class and composition of the class.

“Non-funded students” are students not eligible to receive funding from Alberta Education.

“Foreign/temporary student” is a non-funded student whose parents are citizens of, and/or reside in another country.

3.0 GUIDELINES

- 3.1 The Superintendent is responsible for the administration of this Policy.
- 3.2 The Principal shall be responsible for the decision to accept non-funded students, subject to the following guidelines.
- 3.3 The Board authorizes the registration of students who do not reside in this system, hereinafter called non-funded students, to attend regular programs in Division schools if:
 - 3.3.1 there is room in the school;
 - 3.3.2 there are appropriate programs and resources available;
 - 3.3.3 where appropriate funding is not available, arrangements are made for the payment of any student tuition fees; and
 - 3.3.4 students who are not residents of Alberta produce a valid student Canadian visa or documentation showing them to be residents of Canada.

References: Education Act: Section 4(1)(8)
Funding Manual for School Authorities, Alberta Education



Non-Funded Students

EFFECTIVE: March 27, 2019

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REVIEW: 2024-2025

- 3.4 Registration of non-funded students shall be reviewed on an annual (school year) basis.
- 3.5 The Board will maintain a schedule of non-funded student tuition fees. The Superintendent- will establish the tuition fees applicable. This fee will be reviewed on an annual basis.
- 3.6 Registration of non-funded students will not be confirmed until the first full instructional day of the school year.
- 3.7 Prior to acceptance of a foreign/temporary student, the school Principal must ensure that the student's parent/guardian submits a cheque or confirms an electronic transfer of funds to the Division for the full amount of the foreign student tuition fees and all other applicable fees. If a foreign student parent/guardian is unable to meet these requirements the school Principal is not to accept the foreign student's registration.
- 3.8 This policy does not apply to students participating in a reciprocal exchange program.

References: Education Act: Section 4(1)(8)
Funding Manual for School Authorities, Alberta Education

Non-Funded Students

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