

[SCHOOL DISTRICT LETTERHEAD]

[DATE]

[Residential Facility Name]

[Administrator's Name]

[Address]

[Address]

RE: Out-of-state students residing in Idaho residential facilities

Dear [Name]:

I am writing to you on behalf of _____ School District No. _____ to notify you that due to legislative changes to Idaho Code § 33-1002B out-of-state students residing in your facility will not be enrolled for school unless a request is received for educational services to be provided by the district, the cost for providing educational services to each student is determined by the district, and an agreement is signed delineating the educational services to be provided by the district and the amount to be paid by the residential facility.

On July 1, 2013, amendments made to Idaho Code § 33-1002B during the 2013 legislative session became effective. This section has been amended to provide that a licensed public or private residential facility must request that the school district in which the facility is located provide educational services for students from outside the state of Idaho residing in the facility. Idaho Code § 33-1002B further requires that any education services provided by a school district to out-of-state students residing in a residential facility must be paid for by the residential facility. Therefore, in order for a school district to provide educational services to any out-of-state student residing in a residential facility, the school district is required to enter into an agreement with the residential facility that delineates the education services to be provided by the district and the amount to be paid by the residential facility. The amount paid must equal the district's full cost of providing the education services, as determined by the district.

To address the new provisions in Idaho Code § 33-1002B, the district will be adopting the enclosed policy entitled "Out-of-State Students in Residential Facilities." Additionally, I am enclosing a copy of the Residential Facility Payment Agreement for Educational Services and a sample spreadsheet that breaks down the costs associated with providing educational services to an out-of-state student in the district.

Please let me know by _____, 2013 whether you will be requesting that this district provide educational services to any out-of-state students residing in your facility. In order to determine which students in your facilities have parents that reside in another state we will need proof of residency. Proof of Idaho residency of a student’s parent or guardian will be established by showing an Idaho motor vehicle driver’s license, payment of Idaho state income taxes, or other documentation definitely establishing the residency within the State of Idaho.

I look forward to hearing from you by _____, as to whether your residential facility will be requesting the enrollment of out-of-state students.

Sincerely,

[NAME]

[TITLE]

Enclosures:

- Policy No. ____: Out-of-State Students in Residential Facilities
- Residential Facility Payment Agreement for Educational Services
- Sample cost analysis