




# NEBO SCHOOL DISTRICT ADMINISTRATIVE DIRECTIVE

Directive  
No.  
4.1

**SECTION:** INSTRUCTION  
**TITLE:** MULTIPLE SCHOOL ENROLLMENT AND RELATED MATTERS  
**DATE:** JULY 2021  
**SUPERINTENDENT APPROVAL:** 

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## 1. DEFINITIONS

### 1.1. Schools

- 1.1.1. "Advanced Learning Center (ALC)" is an accredited Nebo school for students in grades 10-12.
- 1.1.2. "Boundary school" means the school in whose geographic boundaries a student's custodial parent resides.
- 1.1.3. "Brick and mortar school" means a physical building in which students may attend courses and other activities.
- 1.1.4. "Charter school" means a school created by a charter agreement between an applicant and a charter school authorizer. An applicant can be an individual, group, or nonprofit legal entity. A charter school authorizer can be the Utah State Charter School Board, a local school board, or a board of trustees of an institution in the state system of higher education. The Board of Education of Nebo School District has not authorized the creation of any charter schools within its boundaries; therefore the charter schools located within the geographic boundaries of the District are separate entities. They are neither a part of, nor governed by, Nebo School District or its board.
- 1.1.5. "Homeschool" means education provided by a student's parent. A student attending a home school must submit a homeschool affidavit and be granted a compulsory education exemption under Nebo School District Policy JDK, *Home School and Other Compulsory Education Exemptions*. The homeschool affidavit is used only when a student's parent seeks to withdraw the student's enrollment for the purpose of providing a home education for all or part of the day. Other partial enrollments do not require a homeschool affidavit but may require a separate form to be completed.
- 1.1.6. "Nebo Online Learning Summit" means the online learning option for K-12 students in Nebo School District.

- 1.1.7. “Private school” means a school established by a private individual or entity rather than part of a school district or charter school.
- 1.1.8. “Statewide Online Education Program” or “SOEP” is a program of online courses created by the legislature in 2011 (UTAH CODE ANN. §§ 53F-5-501 through 517 and UTAH ADMIN. CODE R277-726) that allows a student to earn up to 6 credits per year to fulfill graduation requirements at their primary school of enrollment. This program is different than, and not to be confused with, online courses offered through Utah Students Connect or Nebo Online Learning Summit. SOEP credits go on the Nebo HS transcript and count towards graduation. Students are considered full-time Nebo students even if they’re taking all their credits through SOEP. SOEP has multiple providers, which are paid from state funds.
- 1.1.9. “Utah Students Connect” is a consortium of about seven Utah school districts, including Nebo, which have entered into an interlocal agreement to provide online educational services to students in grades 7-12. Students enroll through their district of residence. Courses are taught by teachers from the member districts.

1.2. Enrollment Status

- 1.2.1. “Resident” means a student who must or may be enrolled in the District as a resident under Nebo School District Policy JECB, *Student Enrollment and School Transfer*. It includes a student whose custodial parent lives in the geographic boundaries of the District, and it also includes multiple other circumstances in which a student who lives in the District is considered a resident, including the following:
  - 1.2.1.1. Student is in custody or supervision of a state agency (foster parent, etc.)
  - 1.2.1.2. Student is supervised by child placement agency (proctor parent)
  - 1.2.1.3. Student lives with responsible adult and exigent circumstances exist
  - 1.2.1.4. Student is receiving services from health care facility or human service program
  - 1.2.1.5. Student lives with responsible adult under open enrollment
  - 1.2.1.6. Student is married or emancipated
  - 1.2.1.7. Student is homeless under McKinney Vento
  - 1.2.1.8. Student is an approved foreign exchange student
- 1.2.2. “Nonresident” means a student who does not meet the definition of “resident” described above.
- 1.2.3. “Online student” means a student who participates in an online education program sponsored or supported by the USBE or the district, and who generates funding for the district pursuant to Utah Code Ann. § 53F-2-102(4) and USBE rules. For purposes of this directive, an online student includes a student enrolled in the SOEP, Utah Students Connect, or Nebo Online Learning Summit. It does not include a student enrolled in an online charter school, an online private school, or a homeschool student.
- 1.2.4. “Primary school of enrollment” means the school in which an eligible student is enrolled for courses other than online courses offered through the SOEP. Utah Code Ann. § 53F-4-501(8).

1.3. Courses and Programs

- 1.3.1. “Co-curricular” means an activity, a course, or a program that: (a) is an extension of a curricular activity; (b) is included in an instructional plan and supervised or conducted by a teacher or education professional; (c) is conducted outside of regular hours; (d) is provided, sponsored, or supported by an LEA; and (e) includes a required regular school day activity, course, or program. UTAH CODE ANN. § 53G-7-501.

- 1.3.2. “Extracurricular activity” means an activity provided, sponsored, or supported by the District that is not directly related to delivering instruction and is not a curricular or co-curricular activity. It includes interscholastic competitions of athletic teams as well as contests and competitions for music, drama, debate, etc. It may include other types of afterschool programs. It does not typically include activities that take place during the school day, and it does not include student clubs.
- 1.3.3. “Dual enrollment” means a student who: (a) is enrolled simultaneously in a private school or home school AND a public school; AND is counted by an LEA in membership for purposes of generating state or federal funding for only those courses or subjects for which the LEA provides instruction. UTAH ADMIN. CODE R277-100-2.

## 2. ENROLLMENT Q&A

### 2.1. Nebo Brick and Mortar

- 2.1.1. May a student who is enrolled in his/her boundary high school in Nebo School District take a particular class at another high school in the district because it is not offered at the student’s boundary school?

Yes, if space is available and with prior authorization by both school principals, the student may take the requested class at the other high school, and may also be given the option to take an additional class in order to accommodate the student’s schedule and transportation time.

- 2.1.2. May a student who is enrolled in his/her boundary high school in Nebo School District take a particular class at another high school in the district, instead of at his/her boundary school, because the student prefers the teacher, program, and/or friends at the other high school?

No. If a class is offered at the student’s boundary high school, the student is not allowed to take the same class at another high school.

- 2.1.3. May a student who is enrolled at a school in Nebo School District also enroll part-time in an online school through the Statewide Online Education Program?

According to UTAH CODE ANN., § 53F-4-503, et seq., a student who meets certain eligibility requirements may enroll in online courses for up to six (6) credits per year, or more if the student has an approved plan for early graduation. It is the position of Nebo School District to not allow an eligible student to enroll in online courses for more than the number of credits specified by law. In the case of both school and online enrollment, Nebo School District should receive a proportionate share of a student’s WPU as determined by the number of courses enrolled in Nebo School District as compared to the number of courses enrolled online.

### 2.2. Other School Districts

- 2.2.1. May a student who is enrolled in and attending a brick and mortar (non-online) school in another school district or at a brick and mortar (non-online) charter school participate in Nebo School District’s online program (Utah Students Connect - Online)?

Currently, only students who are enrolled in and attending school in a school district or charter school who is a member of the Utah Students Connect – Online Consortium may participate. The Interlocal Agreement – Utah Students Connect Online Education Program provides, in relevant part, that “during the initial year of establishing the Program, students of districts not a party to this Agreement may not participate in the Program. However, following the completion of the first year and the initial annual review, the Steering Committee may elect to allow students of districts not a party to this Agreement to enroll in the Program and charge a reasonable fee for the services provided. In compliance with Utah law, the fee must be approved by the Boards of Education of the Parties. Participation by students who are not residents of Member

School Districts shall not be managed through the Utah State Office of Education’s Public Education Online Program but as a payment directly from the student’s resident school district to the Parties. Additionally, the Steering Committee must determine the method for collection, accounting, and distribution of the fees. It is the intent of the Parties that the Program not be considered a part of the Statewide Online Education Program established under UTAH CODE ANN. §§ 53F-4-501 through 517 and UTAH ADMIN. CODE, R277-726. Should the Parties desire to modify the Program to qualify for participation in the SOEP, this Agreement must be modified in writing to assign responsibilities associated with compliance in the state program as well as the collection and distribution of fees.”

- 2.2.2. May a student who is enrolled in and attending a brick and mortar school in another school district enroll in and take one or more classes at a school in Nebo School District?

No, except as specifically provided below, regardless of whether it is for elementary, middle, junior high, and high school, or whether or not the particular class is not offered at the student’s current school.

- 2.2.3. May a student who is enrolled in and attending a brick and mortar (non-online) high school in another school district enroll in and take one or more classes at Nebo School District’s Advanced Learning Center (ALC)?

Yes, if the student is a resident of and lives within the geographical boundaries of Nebo School District and as long as it does not displace an enrolled Nebo School District student.

2.3. Charter Schools

- 2.3.1. May a student who is enrolled in and attending a brick and mortar (non-online) school in another school district or at a charter school participate in Nebo School District’s online program (Utah Students Connect - Online)?

Currently, only students who are enrolled in and attending school in a school district or charter school which is a member of the Utah Students Connect – Online Consortium may participate. The Interlocal Agreement – Utah Students Connect Online Education Program provides, in relevant part, that “during the initial year of establishing the Program, students of districts not a party to this Agreement may not participate in the Program. However, following the completion of the first year and the initial annual review, the Steering Committee may elect to allow students of districts not a party to this Agreement to enroll in the Program and charge a reasonable fee for the services provided. In compliance with Utah law, the fee must be approved by the Boards of Education of the Parties. Participation by students who are not residents of Member School Districts shall not be managed through the Utah State Office of Education’s Public Education Online Program but as a payment directly from the student’s resident school district to the Parties. Additionally, the Steering Committee must determine the method for collection, accounting, and distribution of the fees. It is the intent of the Parties that the Program not be considered a part of the Statewide Online Education Program established under UTAH CODE ANN. §§ 53F-4-501 through 517 and UTAH ADMIN. CODE, R277-726. Should the Parties desire to modify the Program to qualify for participation in the SOEP, this Agreement must be modified in writing to assign responsibilities associated with compliance in the state program as well as the collection and distribution of fees.”

- 2.3.2. May a charter school student who is a resident of Nebo School District participate in a co-curricular activity (required class & extracurricular activity) offered at their boundary school?

No, regardless of whether or not the co-curricular activity is offered at the student’s charter school.

- 2.3.3. May a charter or online school student, who is a resident of Nebo School District, participate in an extracurricular activity offered at their boundary school?

Yes, if the extracurricular activity is not offered at the student's charter school (see UTAH CODE ANN. § 53G-6-704 and UTAH ADMIN. CODE, R277-494-1, et seq.).

- 2.3.4. May a student who is enrolled in and attending a charter school enroll in and take one or more classes at a school in Nebo School District?

No, except as specifically provided below, regardless of whether it is for elementary, middle, junior high, or high school, or whether or not the particular class is offered at the student's current charter school.

- 2.3.5. May a student who is enrolled in and attending a charter school enroll in and take one or more classes at the ALC?

Yes, if the student is a resident of and lives within the geographical boundaries of Nebo School District and as long as it does not displace an enrolled Nebo School District student.

## 2.4. Homeschool

- 2.4.1. May a home or private school student, who is a resident of Nebo School District, participate in a co-curricular activity (required class & extracurricular activity) offered at their boundary school?

Yes, under dual enrollment (see UTAH CODE ANN. § 53G-6-702). The home or private school student must be enrolled in the required class to participate in the extracurricular activity.

- 2.4.2. May a private or home school student, who is a resident of Nebo School District, participate in an extracurricular activity offered at their boundary school?

Yes, a home school student may participate in an extracurricular activity, and a private school student may participate in an extracurricular activity if it is not offered at the student's private school (see UTAH CODE ANN. § 53G-6-703 and UTAH ADMIN. CODE, R277-438-1, et seq.). A private or home school student may also participate in an extracurricular activity by being dual enrolled (see UTAH CODE ANN. § 53G-6-702). Elementary students who are home schooled may participate only in academic extracurricular activities at their boundary school.

- 2.4.3. May a home school student, who is a resident of Nebo School District, enroll in and take one or more classes at their boundary school?

Yes, under dual enrollment (see UTAH CODE ANN., § 53G-6-702). The dual enrollment must be academic subject specific.

## 2.5. Private School

- 2.5.1. May a private school student, who is a resident of Nebo School District, enroll in and take one or more classes at their boundary school?

Yes, under dual enrollment (see UTAH CODE ANN. § 53G-6-702). The dual enrollment must be academic subject specific.

- 2.5.2. May a private or home school student, who is a resident of Nebo School District, participate in an extracurricular activity offered at their boundary school?

Yes, a home school student may participate in an extracurricular activity, and a private school student may participate in an extracurricular activity if it is not offered at the student's private school (see UTAH CODE ANN. § 53G-6-703 and UTAH ADMIN. CODE,

R277-438-1, et seq.). A private or home school student may also participate in an extracurricular activity by being dual enrolled (see UTAH CODE ANN. § 53G-6-702). Elementary students who are home schooled may participate only in academic extracurricular activities at their boundary school.

- 2.5.3. May a home or private school student, who is a resident of Nebo School District, participate in a co-curricular activity (required class & extracurricular activity) offered at their boundary school?

Yes, under dual enrollment (see UTAH CODE ANN. § 53G-6-702). The home or private school student must be enrolled in the required class to participate in the extracurricular activity.

2.6. Statewide Online Education Program (SOEP)

- 2.6.1. May a student, who is a resident of Nebo School District, who is enrolled full-time in an online school through the Statewide Online Education Program enroll in and take one or more classes at their boundary school?

No, a student who is enrolled full-time in an online school has no portion of the Weighted Pupil Unit (WPU) funding allocation available to financially support any classes the student would take in Nebo School District.

2.7. Driver's Education

- 2.7.1. May a home, private, brick and mortar (non-online) charter, online, or other out-of-district school student, who is a resident of Nebo School District, participate in Nebo School District's drivers' education program?

Yes, if the student is a resident of and lives within the geographical boundaries of Nebo School District and it does not displace an enrolled Nebo School District student.