

PROOF OF RESIDENCE

Policy #420

Rule 2

Waunakee Community School District

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Each new family enrolling students in the Waunakee Community School District must provide proof of residence within the school district's boundaries. Existing families who change residences must provide proof of residence within the school district's boundaries. Existing families enrolling students may be required to provide proof of residence within the school district's boundaries upon request of the Superintendent or designee. The proof of residence shall list an address within the Waunakee Community School District and shall name the parent(s) or guardian(s).

When a student is not living with his/her parent or legal guardian, the Executive Director of Operations shall determine whether the student: (1) lives within the district, (2) for a primary purpose other than school attendance in the district. If the answer to both of these inquiries is yes, the student is considered a resident of the district, if no, the student is not considered a resident of the district. An adult student not living with his/her parent or legal guardian who otherwise qualifies to attend school must provide proof of residence in the district.

Families who qualify for McKinney-Vento homeless services are exempt from providing proof of residence.

The following list constitutes acceptable proof of residence:

- A residential real estate tax bill or receipt for the current year
- A signed residential lease which is effective for a period that includes the school year
- A signed closing statement for an existing home which is effective for a period that includes the school year
- An occupancy permit for a new home
- A current (within 45 days) utility bill (gas, electric)
- A current (within 45 days) financial document (bank statement, payroll deposit, tax return for current year, etc.)
- A check or other document issued by a unit of government (including an occupancy permit)
- Any other document approved by the Superintendent as proof of residence

Legal Reference: Wisconsin Supreme Court Stat. ex rel. School Dist v. Thayer (1889) 74 Wis. 48

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