

 **Procedure 24****Reporting of South Dakota Reciprocity Enrollment**

<b>Data Elements:</b>	Last Location of Attendance	Status Start Date
	Status End	State Aid Category (SAC)
	Status End Date	

**Minnesota Statutes, section 124D.041****Overview:**

Legislation passed during the 2008 session and agreed upon by the State of Minnesota and the State of South Dakota allows eligible students to enroll in an eligible district in the neighboring state and generate state aid for the enrolling district. Below are the Minnesota Automated Reporting Student System (MARSS) reporting directions and student accounting implication.

This program is available to students in grades kindergarten through 12. It is not available to prekindergarten children, even those with an individualized education program (IEP)/individualized family service plan (IFSP). Students must live in and enroll in a school district that is contiguous to the South Dakota – Minnesota border. Students in families who physically move to an ineligible district are no longer eligible to generate state aid for the enrolling district.

A copy of the application form is the audit trail in case of a dispute as to whether or not a student applied for enrollment and is eligible for funding under this statute. All students participating in this program should have a completed application on file. Students who have been enrolled under the prior tuition agreement between states should complete the new application. Subsequent applications are not necessary unless the student breaks the original agreement and then wishes to transfer back to the district.

A student without an IEP must be under 21 years of age as of September 1 to enroll in the program. A student with an IEP must be under 21 years of age as of June 30 for enrollment the following school year. The student's parent or guardian shall submit an application to the receiving district. The application shall be on a form provided by the states.

A Minnesota district may terminate the enrollment of a South Dakota student at the end of a school year if the student meets the definition of a habitual truant under Minnesota Statutes, section 260C.007, subdivision 19.

## Program Eligibility

**A resident of South Dakota enrolling under this agreement is eligible to participate in the following Minnesota programs:**

- Postsecondary Enrollment Options (PSEO) program
- Supplemental Online Learning (OLL)
- Concurrent PSEO course

A resident of South Dakota enrolling under this agreement is eligible to participate in a comprehensive OLL program if the OLL program is located in a district that is contiguous to the Minnesota-South Dakota border. A resident of South Dakota enrolling under this agreement is eligible to participate in a State-Approved Alternative Program (SAAP), if the SAAP program is located in a district that is contiguous to the Minnesota-South Dakota border or the enrolling Minnesota school district is a member of the SAAP. The student must meet the eligibility criteria in Minnesota Statutes, section 124D.68, and be dual or concurrently enrolled in the SAAP. The student cannot enroll only in an SAAP unless the SAAP is in a district that is contiguous to the Minnesota-South Dakota border.

Report residents of South Dakota who have enrolled in a Minnesota school district under this agreement with MARSS state aid category (SAC) 51. Report the South Dakota district number as the Resident District Number and Resident District Type 38. The list of South Dakota district numbers can be found in Minnesota Department of Education-Organization Reference Glossary (MDE-ORG) under [Specialty Tagged Collections](#).

The average daily membership (ADM) should be included in the Minnesota district's estimated adjusted ADM, but not in the district's estimated resident ADM.

The ADM will be included on the Minnesota district's *District/School ADM Report* as any other enrollment options ADM:

- Column F of the School and District ADM Served pages.
- Column 12 of the District ADM Summary General Education Revenue page.

**A Minnesota resident enrolling in a South Dakota school district under this agreement is ineligible to participate in the following Minnesota programs:**

- Supplemental OLL, because the student is not enrolled in a Minnesota school district and South Dakota school districts are not required to accept the credits.
- SAAP, because the student is not working toward a Minnesota diploma, including targeted services.
- PSEO, because the student is not working toward a Minnesota diploma.

However, in each of these cases, the South Dakota school district could choose to pay tuition to the Minnesota school district offering these programs, at the Minnesota district's discretion.

Report residents of Minnesota who have enrolled in a South Dakota school district under this agreement with MARSS SAC 52. Report the South Dakota district number as the Resident District Number and Resident District Type 38. The list of South Dakota district numbers to use can be found in [MDE-ORG](#) under Specialty Tagged Collections. This will allow MDE to determine where in South Dakota the Minnesota residents are actually

enrolled for year-end verification purposes. If a Minnesota resident is placed in a bordering South Dakota district via Care and Treatment, corrections, or an IEP, report the student with an SAC 14.

The ADM of Minnesota residents enrolled in a South Dakota district should be included in the Minnesota district's estimated resident ADM, but not in the district's estimated adjusted ADM.

The ADM will be included on the Minnesota district's *District/School ADM Report* as any other enrollment options ADM:

- Residents Enrolled Elsewhere by District pages under the Options category
- Column 5 of the District ADM Summary General Education Revenue page

The determination of ADM in each state will be determined by data reported via MARSS and verified by South Dakota.

## Special Education

A request to transfer a student in need of special education or special education and related services may be denied only if the application will result in overcrowding of the class, grade level or school building in which the student is to enroll. If the transfer is granted the receiving district is responsible for the provision of a free appropriate public education for the student in need of special education or special education and related services.

The IEP team consisting of representatives from the resident and receiving districts shall determine whether the student in need of special education requires transportation as a related service. If so, the resident district shall provide or ensure the provision of transportation within the boundaries of the resident district, and the receiving district shall provide or ensure provision of transportation within the boundaries of the receiving district.

If the IEP team determines that an out-of-district (that is, out-of-receiving-district) placement is needed for the student, the resident school district will be solely responsible for the education, related services and all expenses for that student. This placement is not covered under the provisions of this agreement.

Once a student indicates intent to enroll in the receiving district, the student is obligated to attend during the following school year. If a parent or guardian of a student in need of special education or special education and related services requests to transfer the student back to the resident district, the school boards of both districts must agree to the transfer in writing.

## Child Count

For purposes of the December 1 child count of students with IEPs, students will be counted in their resident district. However, for the enrollment and poverty counts, the students will be counted in the district in which they are enrolled.

## Transportation

Report residents of Minnesota who are enrolled in a South Dakota school district under Minnesota Statutes, section 124D.041 with:

- Transportation Category 00 if they do not receive transportation services from either the resident or enrolling districts. Report Transporting District Number and Type as the South Dakota district number and type.
- Transportation Category 01 if the South Dakota district provides any transportation to the South Dakota school. Report Transporting District Number and Type as the South Dakota district number and type.
- If the South Dakota district does not provide any transportation, Transportation Category 01 if the Minnesota resident district provides transportation to the border or the South Dakota school. Report the Minnesota resident district number and type as the Transporting District Number and Type.

Report residents of South Dakota who are enrolled in a Minnesota school district under Minnesota Statutes, section 124D.041 with:

- Transportation Category 00 if they are not receiving transportation services from either the resident or enrolling districts. Report Transporting District Number and Type as the Minnesota district number and type.
- Transportation Category 01 if the Minnesota district provides any transportation to the Minnesota school. Report the Minnesota district number and type as the Transporting District Number and Type.
- If the Minnesota district does not provide any transportation, Transportation Category 01 if the South Dakota district provides transportation services to the border or to the Minnesota school. Report Transporting District Number and Type as the South Dakota District Number and Type.
- The district of residence is not responsible for transportation for any student participating in cross-border attendance under this agreement, except when the IEP team consisting of representatives from both districts determine that the student is in need of transportation as a related service. In this case each district is responsible for transportation within its boundaries. The resident district may, at its discretion, provide transportation for other students.
- The receiving school district is responsible for transportation within the district for students participating in cross-border attendance under this agreement if it provides transportation for students residing within the district in the area adjacent to the border between the district and the student's district of residence. The receiving district may, at its discretion, provide transportation for such a student outside of the district's boundaries.
- When transportation is provided, the scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to transportation must be within the sole discretion, control and management of the school board providing transportation.
- The school districts may jointly enter into a subsequent transportation agreement; however, the transportation agreement must be in writing and approved by the respective school boards.

## State Aid Category

- 51 – Reciprocity from South Dakota, Minnesota Statutes, section 124D.041. Residents of South Dakota districts that are contiguous to Minnesota and who are not enrolled in a cross-state tuition agreement are eligible to enroll in a Minnesota school district that is contiguous to the South Dakota border. These students must be reported by the Minnesota school district and will be counted in the Minnesota district’s adjusted student counts. The Student Resident District Type must equal 38. The Student Resident District Number is the South Dakota district in which the student is a resident. The state departments of education of the two states will manage the exchange of money per statute. Reporting District Type must equal 1.
- 52 – Reciprocity to South Dakota, Minnesota Statutes, section 124D.041. Residents of Minnesota districts that are contiguous to South Dakota and who are not enrolled in a cross-state tuition agreement are eligible to enroll in a South Dakota school district that is contiguous to the Minnesota border. These students must be reported by the resident Minnesota school district and will be counted in the Minnesota district’s resident student counts. The Reporting District Type must equal 1. The Student Resident District Number is the South Dakota district in which the student is enrolled. The Student Resident District Type must equal 38. The state departments of education of the two states will manage the exchange of money per statute.