

# Ledyard Public Schools

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Mr. Jason S. Hartling  
*Superintendent*

Dr. Jennifer P. Byars  
*Assistant Superintendent*

Mr. Jason M. Lathrop  
*Business Manager*

To Whom It May Concern,

This letter serves as a reminder that a yearly Ledyard Residency Affidavit is required in order to attend a magnet, technical or charter school. For your convenience the required form is attached or is available on our website ([www.ledyard.net](http://www.ledyard.net), District, Transportation, Residency Verification). Please return the completed form, along with copies of two forms of identification proving your Ledyard, Gales Ferry, or Mashantucket residency address, to our office at 4 Blonders Blvd in Ledyard, CT as soon as possible.

We would also like to make you aware of changes to our out-of-district transportation program. For the 2017-2018 school year, Ledyard Public Schools will operate a single, centralized pick up/drop off point at the GFS/JWL/LMS Campus for inter-district magnet schools, charter schools, and Connecticut State technical high schools. No additional stops will be made within the district. Please visit [www.ledyard.net](http://www.ledyard.net) in early August to confirm specific pick up/drop off times.

These changes will allow us to meet the transportation needs of all the students and allows the most efficient use of the resources available. From time to time schedule adjustments may be required and will be made within the Policy guidelines. Should you have any questions please go to [www.ledyard.net](http://www.ledyard.net), navigate to the Transportation page, and click on Transportation for Out of Town Schools Request Form. You may also contact Jason Lathrop at (860) 464-9255 ext. 219 or email at [jlathrop@ledyard.net](mailto:jlathrop@ledyard.net).

Regards,



Jason Lathrop  
Business Manager

**\*\* IMPORTANT, PLEASE READ \*\***

**LEDYARD PUBLIC SCHOOLS OUT OF TOWN STUDENTS REGISTRATION REQUIREMENTS**

The following information is required to be on file for any/all students who attend a magnet, technical or charter school:

- **Emergency contact information**
- **Valid email address, contact phone number and address**
- **Proof of Residency - as described below:**

**PROOF OF RESIDENCY:** (refer to *Board of Education Policy 5111*)

**Residency Requirements**

Ledyard Public Schools provides educational services to students who are residents of the Town of Ledyard and to those out-of-town students for whom the District has entered into an agreement with their parent(s)/guardian(s) or their home Board of Education. Students who are not residents of Ledyard, except as mentioned above, may not attend Ledyard Public Schools. The Board may take legal action to recoup the cost of educating students found to have been illegally attending schools in the District. A student's parent(s)/guardian(s) is/are required to notify the Principal when they are no longer residents of Ledyard. In exceptional situations, the Superintendent may allow the student to complete the school year.

The student's parent(s) or legal guardian(s) must present proof of residency upon initial registration in Ledyard Public Schools and whenever requested by the Principal.

**Proof of Residency**

Proof of residency can be verified by submitting either (a) one document from column A and one document from column B or (b) two documents from column B. Only those items listed below will be accepted as proof of residency. Each document submitted must specify the physical address of where the student lives; post office box addresses are not acceptable.

<b>Documents for Proof of Residency</b>	
<b>Column A</b>	<b>Column B</b>
<ul style="list-style-type: none"><li>• Rental or lease agreement</li><li>• Purchase or escrow agreement</li></ul>	<p style="text-align: center;"><b>Dated within past 30 days:</b></p> <ul style="list-style-type: none"><li>• Utility bill (gas, electric, telephone, cable TV, etc.)</li><li>• Letter from an approved government agency (assisted housing, food stamps, unemployment payment, etc.)</li><li>• Payroll stub</li><li>• Bank or credit card statement</li><li>• Valid Connecticut driver's license</li><li>• Current vehicle registration or insurance</li><li>• Medical billing or insurance information</li></ul> <p style="text-align: center;"><b>Dated within the past year:</b></p> <ul style="list-style-type: none"><li>• Property tax bill</li></ul>

If the student's family is living with another family in Ledyard, then: (1) they must provide a notarized statement from the person they are living with stating that they and their children live there, the address, and for what period of time; (2) documents showing that the person they are living with resides within District and school boundaries (as specified above); and one of the documents from column B, above, showing that they live at the location. If the living situation is temporary, then once they have moved into their-own residence, they will need to bring in proof of residency for their new address.

**OUT OF TOWN BUS TRANSPORTATION:**

Please visit [www.ledyard.net](http://www.ledyard.net), navigate to District, select Transportation, scroll down to view the **2017-18 Out of Town Bus Transportation** schedule. This schedule will be posted in August.

**EMERGENCY CONTACT INFORMATION:**

Ledyard Public Schools requires all Out of Town students to have a valid email address, phone number and address on file. Complete an Emergency Contact form and return the form prior to the start of school. In the event of a 'need to notify' situation, Ledyard Public Schools will use the information on this form to contact you.



# Ledyard Residency Verification Affidavit

Please bring this form to the Ledyard Board of Education at 4 Blonders Blvd, Ledyard, CT 06339 to verify your address, Districts now require annual proof of residency to maintain your child's enrollment in a magnet, technical or charter school

**Registration for:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Grasso Tech   | <input type="checkbox"/> Dual Language & Arts Magnet Middle School | <input type="checkbox"/> Willimantic Arts               |
| <input type="checkbox"/> Norwich Tech  | <input type="checkbox"/> Marine Science Magnet High School         | <input type="checkbox"/> Nathan Hale                    |
| <input type="checkbox"/> ISAAC   | <input type="checkbox"/> Regional Multicultural Magnet School      | <input type="checkbox"/> New London Science Tech High   |
| <input type="checkbox"/> Winthrop  | <input type="checkbox"/> Three Rivers Middle College               | <input type="checkbox"/> New London Science Tech Middle |
| <input type="checkbox"/> The Friendship School <i>(no transportation provided)</i> |  |   |

Student Name: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_

Grade Entering: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_

Parent Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The above information is correct and accurate.

\_\_\_\_\_  
Parent/Guardian Signature Date

**This section is to be completed by the School District that student resides in:**

This verifies that \_\_\_\_\_ is registered with LEDYARD PUBLIC SCHOOLS.

Signature of District Official/Residency Officer: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone Number: (860) 464-9255 ext. \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
(District Stamp)

# Ledyard Public Schools

## Out of District Transportation Request

### Emergency Contact Verification

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Ledyard Public Schools provides transportation to the following Out of District Schools. Please **circle** the school you are requesting transportation to:

- **Arts Magnet Middle School** – 36 Waller Street, New London, CT 06320 (860) 271-4005
- **Dual Language/Arts Magnet** – 51 Daniels Ave, Waterford, CT 06320 860-443-0461
- **Grasso Technical High School** - 189 Fort Hill Rd, Groton, CT 860-448-0220
- **ISAAC** – 190 Governor Winthrop Blvd, New London, CT 860-447-1003
- **Marine Science Magnet School** - 130 Shennecossett Rd, Groton, CT 860-446-9380
- **Nathan Hale** – 37 Beech Dr, New London, CT 860-447-6060
- **Norwich Tech** – 7 Mahan Drive, Norwich, CT 06360 860-889-8453
- **Regional Multicultural Magnet School** – 1 Bulkeley Place, New London, CT 860-437-7775
- **Science and Technology Magnet High School** - 490 Jefferson Avenue, New London, CT 860-437-6496
- **Science and Technology Magnet Middle School** – 36 Waller Street, New London, CT 06320 (860) 271-4005
- **The Friendship School** – 24 Rope Ferry Road, Waterford, CT 06385 860-447-4049 (\* no transportation provided)
- **Three Rivers** – 490 Jefferson Avenue, New London, CT 860-437-6496
- **Willimantic Arts Magnet School** – 896 Main St, Willimantic, CT 06226
- **Winthrop Elementary School** –74 Grove Street, New London, CT 860-447-6070

*Please print clearly:*

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

Guardian Name (Please Print): \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Emergency Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

For your information: If you have changes to your student's transportation, 24 hour notification is appreciated. Please call the Ledyard Bus Yard at 860-464-8346. Speak to either the Bus Manager or the Bus Dispatcher.

Return form to: Ledyard Board of Education  
4 Blonders Blvd  
Ledyard, CT 06339