

HERRICKS PUBLIC SCHOOLS
Herricks Community Center
999-B Herricks Road
New Hyde Park, NY 11040

Fino M. Celano, Ed.D.
Superintendent of Schools

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Re: Questions about Residency

Dear Resident:

Questions about residency arise from time to time. This is a difficult but extremely important issue.

“When a person/parent requests enrollment, the child shall be enrolled and begin attendance on the next school day or as soon as practical (unless a determination of non-residency is made on the date of the request for enrollment). The parent must submit, as soon as practical, but no later than three business days, the requested documentation or information in support of the child’s residency. The board will provide you with its residency determination within three business days of your child’s enrollment. However, if you submit the contents of this packet on the third business day after your child’s enrollment, the District will provide its residency determination on the fourth business day.”

During the course of the registration process, we emphasize that the critical factor is where the adults and children in the family actually live, not simply whether they own or rent property in the district. At the end of the process, they sign a form which includes the following statement:

I certify, under penalty of law, that the above statements are true. I further certify that I do not maintain a residence outside the boundaries of the Herricks School District. I understand that if the above mentioned child(ren) is (are) found not to be a legitimate resident(s) of the Herricks Union Free School District that “ I WILL BE LEGALLY RESPONSIBLE FOR AND WILL PAY THE SCHOOL DISTRICT’S ANNUAL TUITION RATE PER CHILD, RETROACTIVE TO THE FIRST DAY OF ADMISSION, ALONG WITH ANY COSTS ASSOCIATED WITH ENROLLING MY CHILD.”

I also realize that theft of governmental services is a crime punishable under the State Penal Law and that a false statement made in connection with this application will make me liable to criminal prosecution. I further understand that it is my responsibility to notify the school district if I change my residence.

I have been informed that the school district may make unannounced home visits for the purpose of residence verification.

(Please initial) *I have read and understand the above.*

If the family enrolling a child is not the homeowner, both the family enrolling the child and the owner of the home must complete appropriate residency affidavit indicating that they accept legal responsibility.

If you are aware of someone who is not a resident but is sending their children to our schools, we ask that you provide us with that information. We will investigate and determine whether, in fact, someone is attending illegally. Tips may be made anonymously by phone (516-305-8901) or e-mail (dpoulos-lutz@herricks.org). Should we find that someone is attending illegally; we will exclude the children from school and pursue collection of tuition by all appropriate means.

Sincerely,

Fino M. Celano, Ed.D.
Superintendent of Schools