

Students

INTERDISTRICT ATTENDANCE AGREEMENTS

Compulsory Education In District Of Residence Exemption

All children governed by the compulsory education statutes of the state of California must attend school in the district in which they reside except for those legally exempted by the Education Code. Interdistrict attendance agreements are one source of legal exemption and may be requested by parents/guardians in order to permit their children to attend a school outside of their district of residence.

Interdistrict Attendance Agreements/Approval Process

1. The District shall communicate to the public and follow a District-adopted process and timeline for accepting and responding to interdistrict transfer applications.
2. All interdistrict attendance agreements must be approved first by the district of residence and are not valid until subsequently approved by the district of desired attendance.
3. No action will be taken on an incoming interdistrict attendance agreement by the district representative unless such request has been approved and signed by a representative of the district of residence and both districts have been provided with all information pertinent to the transfer.
4. Subject to applicable State and Federal laws, all interdistrict attendance agreements, which are approved, shall be for a maximum of one academic year (or the remainder of one academic year if the application is made and approved after the beginning of the school year).
5. Approvals of incoming interdistrict attendance agreements are valid only for the school specified and are not valid for attendance at another district school.
6. All interdistrict transfers for the following year, complete with approval of the district of residence, must be submitted to the district by the last day of the preceding school year according to the District-adopted timeline, for accepting and responding to interdistrict transfer applications, attached hereto as Exhibit 1 and Exhibit 2. The Superintendent or designee shall notify the parents/guardians within 30 calendar days of the date applications are due, in accordance with the District's interdistrict transfer application timeline, as to whether the request is approved or denied and if denied, the process for appeal to the County Board of Education as specified in Education Code 46601.
7. If a parent or legal guardian makes an interdistrict transfer request not later than 30 calendar days prior to the start of the school year, and the District fails or refuses to approve the transfer request, the Superintendent or designee must inform the parent or legal guardian within 14 calendar days after the start of the new school year of their right to an appeal to the County Board of Education as specified in Education Code 46601.

Administrative Regulation 5117(b)

Criteria For Approval

The Superintendent or designee may approve interdistrict attendance agreements for the following reasons:

1. To provide a student who has been the victim of bullying as defined in Education Code Section 48900(r) with an alternative educational environment.

Parents/guardians may request an interdistrict transfer based on the student being a victim of bullying. Any such requests will be treated by staff as confidential. In making the request, parent/guardian should provide any of the following:

- a) The name of an administrator or teacher in the district of residence who has information concerning the student;
- b) A letter from the district of residence site administrator regarding the student's having been a victim of bullying;
- c) Other documentation or affidavit from parent.

Any interdistrict request of this type will receive priority both in how quickly the request is acted upon and in weighing it among other transfer requests. This request may be made at any point during the school year.

2. Consideration of child care needs. Such students may be allowed to continue to attend district schools only as long as they continue to use a child care provider within district boundaries.
3. Mental or physical health and/or safety or other needs of the student as verified by a physician, psychologist, school counselor, Child Protective Services, the Student Attendance Review Board, the juvenile justice/probation department or other official child care custodian or authority.
4. When a student has a sibling(s) attending school in the receiving district, to avoid splitting the family's attendance.
5. Completion of a final term/year when the family has moved to another district after the year has begun.
6. Continuity of the student's educational program (for students previously enrolled in our district).
7. When the parent/guardian provides written evidence that the family will be moving to the district in the immediate future and would like the student to start the year in the district.
8. When there is a valid interest in a particular educational program not offered in the district of residence.
9. To provide a change in school environment for reasons of personal and social adjustments.
10. Educational benefit to the student that does not cause a negative effect on other district students.

Interdistrict attendance agreements or applications shall not be required for students enrolling in a regional occupational center or program (Educational Code 52317).

Administrative Regulation 5117(c)

Criteria For Denial/Revocation

The Superintendent or designee may deny initial requests for interdistrict attendance agreements if school facilities are overcrowded at the relevant grade level or based on other considerations that are not arbitrary, i.e. lack of appropriate program, financial hardship. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

The Superintendent or designee may revoke an interdistrict attendance agreement for the following reasons:

1. Negative impact on other students and/or the educational program, e.g., discipline problems, failing to maintain a 2.0 GPA, behavior issues, or, truancy problems.
2. Misinformation or omission of pertinent educational or discipline data, and/or falsification of residency or other pertinent information on the interdistrict attendance agreement form or other pertinent documents.

Transportation

Transportation shall not be provided for students attending the district on an interdistrict attendance agreement.

Appeal of Denial of Transfer

According to the District-adopted timeline for the District to reply to transfer requests attached hereto as Exhibit 1 and Exhibit 2, the Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601.

Provisional Attendance During Appeal To The Sonoma County Board Of Education

Pursuant to Education Code 46603, the Board at their sole discretion may approve provisional attendance for a student with an interdistrict attendance agreement approved by his/her district of residence while he/she is awaiting a decision on an appeal to the Sonoma County Board of Education for a period not to exceed two school months.

Admission After Successful Appeal

If the District Governing Board or the Sonoma County Board of Education determines that the student should be permitted to attend the requested district, the student shall be admitted to the district without delay. Determination of which school the student will be assigned to attend shall be made by the Superintendent or designee based on the educational needs of the student and the impact of the student's enrollment on the school.

Continuing Attendance

Parents/guardians of students attending the District on an interdistrict attendance agreement must submit a reapplication request for the subsequent year (which has been approved by the district of residence) no later than the last day of the preceding school year according to the District-adopted timeline.

Administrative Regulation 5117(d)

Maintenance Of Interdistrict Transfer Agreement

Once the interdistrict transfer agreement is approved, the following guidelines must be followed to maintain attendance as requested:

1. The student must reapply once every year, in accordance with the District-adopted timeline.
2. The student is expected to maintain satisfactory attendance, behavior, and achievement (2.0 GPA).
3. Any suspendable offense, student behavior referral, class cutting, academic deficiency, or truancy notice may cause the interdistrict transfer to be revoked **immediately**.
4. Students may be subject to transfer to another class/school on a space available basis.
5. Student and parent/guardian must sign the "Interdistrict Contract" form and return the signed form to the district office before the student starts attending school in the district.

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9/12/12, 12/11/13

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Sebastopol, California