



Book	B. Administrative Regulations
Section	5000 Students
Title	Interdistrict Attendance
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## **INTERDISTRICT ATTENDANCE**

### **Number of Interdistrict Transfer Permits**

The Superintendent or designee shall annually determine — by school site, grade level, and/or program — the maximum number of interdistrict transfer students the District will accept for the following school year.

### **Issuance/Denial of Interdistrict Attendance Permits**

Applications for Interdistrict Attendance Permits shall be submitted to the office of the Executive Director of Educational Services, and will be considered by the Superintendent or designee based on available space.

The application shall be made using such forms as have been authorized by the Superintendent or designee, which, at a minimum, shall require the student to provide: (1) a valid interdistrict permit signed by the student's current district of residency; (2) certifications regarding the student's prior attendance and disciplinary history; (3) the student's most recent transcripts from the student's district of residency; (4) the student's most recent standardized test scores; and (5) evidence sufficient to establish the student is entitled to priority enrollment (if applicable).

Applications are subject to the eligibility requirements set forth below:

The Superintendent or designee shall consider applications received on or before July 31 (for the upcoming school year) on a space-available basis in order of priority, as set forth below. When more than one student qualifies under the same priority, order shall be determined by lottery. Applications received after July 31 shall be considered on a space-available basis in the order received.

Decisions regarding Interdistrict Attendance Permits shall not be made on the basis of the student's disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code. (Education Code section 220.)

The Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance of the process for appeal to the County Board of Education, as specified in Education Code section 46601.

### **Eligibility for Interdistrict Attendance Permits**

Students applying for Interdistrict Attendance Permits shall be required to satisfy the following eligibility requirements:

1. The student shall have at least a 3.0 GPA on his/her most recent semester report card.
2. The student shall not have been suspended, nor shall the student be expelled or under consideration for expulsion, from the student's previous district. (Education Code 46601.)
3. The student shall not have been reported "truant" two or more times within the most recent school year. (Education Code section 48260.)

### **Reasons for Approval of Interdistrict Attendance Permits**

The Superintendent or designee may approve interdistrict attendance permits upon determining that one or more of the following criteria apply (in priority order):

1. The student began the school year as an enrolled student and resident of the District, but has moved and will reside outside the District for a period of one year or less, after which s/he intends again to reside in the District.
2. The student began the school year as an enrolled student and resident of the District, and wishes to finish the current school year, but no longer resides in the District.
3. The student attended the District in 7<sup>th</sup> grade, and, though no longer residing in the District, wishes to attend the same school site for 8<sup>th</sup> grade.
4. The student will become a resident of the District during the upcoming school year, as established by documentary evidence (e.g. a residential lease agreement, a contract to purchase a residence).
5. The student has a sibling who is already enrolled in the District.
6. The student has been determined to be the victim of an act of bullying (see Education Code sections 46600(b)).
7. The student intends to enroll in a particular educational program not available in the district of residency.

Applications not entitled to priority (by reason of satisfying one of the 7 reasons listed above) shall be considered on a case-by-case basis.

### **Student Agreement**

Students and the parents/guardians of students enrolling pursuant to an Interdistrict Attendance Permit shall first sign an Interdistrict Attendance Permit Contract prepared by the Superintendent or designee, which shall apprise the student of applicable expectations, including those arising from Board Policy or Administrative Regulation.

### **Revocation of Interdistrict Attendance Permits**

Every Interdistrict Attendance Permit shall be subject to revocation for the reasons set forth below:

The District may revoke an Interdistrict Attendance Permit when the District determines, in its sole discretion, that doing so is in the best interest of the student or the District. By way of illustration, and not of limitation, reasons for revocation include:

1. The student is suspended or expelled.
2. The student fails to make normal progress towards promotion/graduation.
3. The student is declared habitually truant. (Education Code section 48260 *et seq.*)
4. The student in grades 3-10 fails to maintain a grade point average in each semester of 2.5 or at or above proficient.
5. The District would be required to create a new program or provide a new service to serve the student.
6. The student arrived at school 30 minutes prior to the start of school, or failed to depart within 30 minutes following the end of the school day, on four (4) or more separate occasions (excluding emergencies) in any school year. The student or parents/guardians provided materially false information to the District in connection with the Interdistrict Attendance Permit.

Upon revocation of an Interdistrict Attendance Permit, the student will be transferred to his/her school district of residence. The District intends that such transfers will ordinarily occur at the end of a semester, unless the District determines, within its sole discretion, to require the student to transfer immediately.

As an alternative to revocation, the District may, within its sole discretion, impose such requirements as it deems appropriate, as a condition to continued enrollment in the District. In considering alternatives to revocation, the Superintendent or designee shall consider, by way of example and not of limitation, the student's academic, behavioral and attendance record.

### **Renewal of Interdistrict Attendance Permits**

Interdistrict Attendance Permits will be issued for a term authorized by the Superintendent or designee, which shall normally not exceed one-year. Interdistrict Attendance Permits issued for reasons 1, 2, 3, and 4 (under the heading "Reasons for Granting Interdistrict Attendance Permits") shall not be automatically renewed. Interdistrict Attendance Permits issued for all other reasons will ordinarily be extended for a further one-year period without need for the student or parent/guardian to submit an additional application. (Education Code section 46600).

Once admitted pursuant to an Interdistrict Attendance Permit, students may not be denied continued attendance due to overcrowded facilities at the relevant grade level. Interdistrict Attendance Permits may not be revoked or discontinued for students entering grades 11 or 12 in the subsequent school year unless the student's conduct is in violation of California Education Code for an expellable offense.