

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. 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.
2. No action will be taken on an incoming interdistrict attendance request 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.
3. 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).
4. Approvals of incoming interdistrict attendance requests are valid only for the school specified and are not valid for attendance at another district school.
5. All incoming 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 school. Requests will be acted upon before the end of July.
6. Incoming interdistrict transfers complete with approval of the district of residence submitted to the district after the last day of school in the preceding school year will not be acted upon until the second week of attendance in the fall, except for independent study or alternative programs, or unless classes in which the transfer student would be enrolled are being reconfigured during that time.
7. An outgoing interdistrict transfer request from the parent/guardian of a student residing within the district shall be approved or denied pursuant to the guidelines expressed in this policy within 30-calendar day of its receipt.
8. Parent/guardian will be informed of the decision of the Superintendent or designee to approve or deny the interdistrict request and the reason for the decision, in writing, and notified as to their rights of appeal as well as the district's timeline and conditions for making such appeal.

Administrative Regulation 5117(b)

Criteria For Approval

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

1. Consideration of child care needs.
2. Mental or physical health and/or safety or other needs of the child 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.
3. When a student has a sibling(s) attending school in the receiving district, to avoid splitting the family's attendance.
4. Completion of a final term/year when the family has moved to another district after the year has begun.
5. Continuity of the student's educational program (for students previously enrolled in our district).
6. 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.
7. When there is a valid interest in a particular educational program not offered in the district of residence.
8. To provide a change in school environment for reasons of personal and social adjustments.
9. Educational benefit to the student that does not cause a negative effect on other district students.

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

Criteria For Denial/Revocation

Either the district of residence or the district of desired attendance may deny or revoke an interdistrict attendance request for valid reasons, including, not limited to, the following:

1. Negative impact on other students and/or the educational program, e.g., requirement that the district create a new program in order to serve an incoming transfer student, increase in student to teacher ratio, financial hardship on the district, discipline problems, truancy, or classroom overcrowding based on class size of 20 students in classrooms, participating in the state's class size reduction program and 31 students in all other academic core classes.
2. Misinformation or omission of pertinent educational or discipline data, and/or falsification of residency or other pertinent information on the interdistrict attendance request form or other pertinent documents.

Transportation

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

Administrative Regulation 5117(c)

Appeal of Denial of Transfer

1. Parents/guardians whose interdistrict requests are denied and who wish to appeal the decision must request a hearing before the Board of Education using the Interdistrict Transfer Appeal Form.
2. The Board will consider any appeal at the meeting for which it is agendaized.
3. Parents/guardians may appear before the Board in public session. If the nature of the discussion indicates that a public discussion would violate a student's privacy, the discussion will be agendaized for and held in closed session.
4. Parents/guardians will be notified of the Board action within 10 working days of the meeting at which the Board considers the appeal. Parents/guardians will also be notified of their right to appeal the decision to the Sonoma County Board of Education.
5. Students who are under consideration for expulsion or who have been expelled, may not appeal interdistrict attendance denials or decisions while expulsion proceedings are pending, or during the term of the expulsion (Education Code 46601).

Provisional Attendance During Appeal To The Sonoma County Board Of Education

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 Board of Education 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.

Mitigation Of Possible Negative Effects By Parent/Guardian Of Student With An Approved Interdistrict Attendance Request

The student's parent(s) or legal guardian(s) must work to mitigate any negative effects that might occur as a result of their residency outside of the district, including those which deal with accessibility of the parents, the availability of medical care, the giving of consent for field trips, discipline of the student; and other necessary contacts. Failure to do so will result in the revocation of the interdistrict attendance agreement.

Continuing Attendance

Parents/guardians of students attending West Sonoma County Union High School District schools on an interdistrict attendance agreement who wish for the students to continue to attend the school will be asked to submit an application for the subsequent year (which has been approved by the district of residence) no later than the last day of the school

Administrative Regulation 5117(d)

year.

Maintenance Of Interdistrict Transfer Request

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

1. The student must reapply once every year, before the last day of school of the year prior to the school year for which attendance is requested.
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.

Required Signatures And Distribution Of Completed Form

The following signatures are required in order for the form to be considered complete:

1. Parent/guardian signature
2. Superintendent or designee signatures from residence district indicating approval or denial
3. Superintendent or designee signature from receiving district indicating approval or denial

After the form is completed, it is distributed as follows:

- Copy to district of residence
- Copy to district of desired attendance (receiving district)
- Copy to parent/guardian

Parent/guardian of student(s) entering the West Sonoma County Union High School District under the interdistrict transfer request will also receive a copy of the district "Interdistrict Contract" which must be signed by the student and parent/guardian and returned to the district office.

Approved: November 12, 1998
Revised: 11/8/01; 1/18/06

WEST SONOMA COUNTY UHSD
Sebastopol, California