

# Tuolumne County Elementary School Districts

## APPLICATION FOR INTERDISTRICT TRANSFER PERMIT

New Application for the \_\_\_\_/\_\_\_\_ School Year

Renewal for the \_\_\_\_/\_\_\_\_ School year

This Application for Interdistrict Transfer, and any Interdistrict Transfer Permit (ITP) granted pursuant to same are governed by the terms of the Interdistrict Attendance Agreement entered into between the student's district of residence and the district that the student has applied to attend, including but not limited to the terms upon which an ITP may be revoked.

Upon denial, the denying district will notify the Parent or Gaurdian and the other district named in the request. If you are denied an Interdistrict Transfer Permit by either district and after you have exhausted all local (district) remedies, you have thirty (30) calendar days from the date of the denial of the request to appeal the decision to the County Board of Education. Failure to comply with this timeline will negate your opportunity to file an appeal. Contact the Tuolumne County Superintendent of Schools Office at 536-2009 visit [www.tcsos.us](http://www.tcsos.us) for information on appeals.

Interdistrict Transfer Permit requests are initiated in the district of residence. Students may be enrolled at the requested district pending the decision between two districts (or the County Board in case of appeal) for a period not to exceed two months if the individual board policies allow for it.

School districts reserve the right to deny Applications for Interdistrict Transfer Permits on a case-by-case basis per individual district Board Policies and Administrative Regulations

Transportation is the responsibility of the requesting party.

In accordance with Education Code §46616, the district of attendance shall be credited with the average daily attendance and not charge a tuition.

Upon approval by both districts, the original of the permit will be retained by the District of Requested Attendance who will be responsible for distribution of copies to the District of Residence and the Parent or Guardian.

List the name(s), birthdate(s) and grade(s) for each child you are requesting an ITP for (use additional forms if necessary):

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_ Phone(s): \_\_\_\_\_

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

Last School Attended (include contact info if out of county): \_\_\_\_\_

District of Residence: \_\_\_\_\_ District/School of Requested Attendance: \_\_\_\_\_

What is/are the reason(s) for the request? Use additional paper if necessary.

Is/are the student(s) currently pending disciplinary action or under an expulsion order?  Yes  No

Do/does student(s) require SARB supervision? Yes  No

List any Special Education Services (i.e., 504 Plan, Resource Specialist, Speech, OT, APE, etc.) student(s) qualifies for and attach current IEP.

BY MY/OUR SIGNATURE BELOW, I/we certify that I/we am/are the legal guardians of the student(s) and to the best of my/our knowledge the information provided in this application is true and correct.

Parent(s)/Guardian(s) Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

### INTERDISTRICT TRANSFER PERMIT APPROVAL

District of Residence: Granted \_\_\_\_\_ Denied \_\_\_\_\_

District of Requested Attendance: Granted \_\_\_\_\_ Denied \_\_\_\_\_

Reason(s) for denial: \_\_\_\_\_

Reason(s) for denial: \_\_\_\_\_

Authorized Signature (Resident School District) \_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature (Requested School District) \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

## INTERDISTRICT ATTENDANCE AGREEMENT

This agreement is entered into by and between the following school districts:

Belleview School District	Sonora School District
Big Oak Flat-Groveland Unified School District	Soulsbyville School District
Columbia Union School District	Summerville School District
Curtis Creek School District	Twain Harte School District
Jamestown School District	Tuolumne County Superintendent of Schools Office

The parties agree that the following terms and conditions shall apply to all interdistrict attendance transfers between them that are based on Education Code 46600 et seq.

### 1. Terms of Agreement (May not exceed 5 school years)

This agreement shall take effect on July 1, 2017 and shall expire on June 30, 2022. It may not be revised, modified or amended without written consent of all parties.

### 2. Terms or Conditions for Denying a Transfer by the District of Attendance

The Superintendent or designee may deny initial requests for interdistrict attendance permits due to:

- A. Limited district resources;
- B. Overcrowding of school facilities at the relevant grade level;
- C. Other considerations that are not arbitrary.

### 3. Terms or Conditions for Permitting a Transfer by the District of Attendance

The Superintendent or designee of the district of attendance may approve an ITP for a student under this Agreement based upon any of the following reasons: A. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r).

B. To meet the child care needs of the student. Such a student may be allowed to continue to attend district schools only as long as he/she continues to use a child care provider within district boundaries.

C. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel.

D. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance.

E. To allow the student to complete a school year when his/her parents/guardians have moved out of the district during that year.

F. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school.

G. When the parent/guardian provides written evidence that the family will be moving into the district within 30 days and would like the student to start the year in the district.

H. When the student will be living out of the district for one year or less.

I. When recommended by the school attendance review board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.

J. When there is valid interest in a particular educational program not offered in the district of residence.

K. To provide a change in school environment for reasons of personal and social adjustment.

### 4. Reapplication

Students will need to reapply for an ITP yearly.

### 5. Notice of Denial of Transfer

Written notice of the denial of an ITP shall be provided by the district denying the request. Written notice of the denial of an ITP shall, in all instances, advise the parent/guardian of the student whose ITP has been denied of all information required by Education Code section 46601.

### 6. Appeal Process

A parent/pupil must exhaust all appeals within the local district before he/she may appeal the denial of an interdistrict transfer to the County Board of Education. If an ITP is denied by either district and after all local (district) remedies have been exhausted, the applicant has thirty (30) calendar days from the date of the denial of the request to appeal the decision to the County Board of Education.

### 7. Transportation

Unless otherwise agreed to or provided for by law, a student attending a school other than his/her district of residence under this Agreement is not entitled to and shall not receive home to school transportation from either his/her district of residence or district of attendance.

### 8. Costs of Transfer Students

Unless otherwise specifically provided for by law, the costs associated with the education provided to and services rendered for transfer students under this Agreement shall not be the responsibility of the district of residence.

### 9. Revocation and Rescission

Except as otherwise limited herein, the Parties agree that an ITP may be revoked before the conclusion of the school year based upon the following grounds:

A. If a student does not maintain a 95% attendance rate and has no more than 3 unexcused absences per school year;

B. If a student does not demonstrate satisfactory academic effort, maintain a 2.0 GPA or progress appropriate to ability;

C. If a student fails to observe all school rules and cooperate with teachers/staff or causes disruption either in the classroom or outside of class;

D. If a student is recommended for expulsion; or

E. If it is determined that information provided to support an ITP application is inaccurate, invalid, falsified, or no longer applies.

However, once an ITP has been approved, the Superintendent or designee of the district of attendance may not revoke a student's ITP during the effective period of the ITP because of overcrowded facilities.