

Students

Intradistrict Transfer Priorities/Procedures

Enrollment Priorities

1. No student currently residing within a school's attendance area shall be displaced by another student.
2. The Governing Board retains the authority to maintain appropriate racial and ethnic balances among district schools.
3. Existing entrance criteria for specialized schools or programs shall be continued and shall be uniformly applied to all applicants.
4. The District reserves the right, on an individual basis, to require students to attend another school in the District based on disciplinary reasons. In addition, a student may request to attend a school of choice based on situational reasons. Final placement is subject to District approval.
5. Students transferring under 'School of Choice' will not automatically be eligible for participation in the GATE program at their requested school. The student may be eligible for participation if space and other provisions permit.
6. The No Child Left Behind Act of 2001 requires the District to provide all students enrolled in a school identified for improvement with the option of transferring to another public school within its jurisdiction. The District will identify which schools are available for transfer. If an eligible student exercises the option to transfer to another public school, he or she is allowed to remain there until completion of the highest grade offered by the school. The District may not use lack of capacity to deny students the option to transfer. (cf. 5116.1 - Intradistrict Open Enrollment)

Priority will be given to the lowest achieving students from low income families. Family income will be determined on the same basis the District uses to make allocations to schools under Title I, Subpart A.

The District recognizes its obligation to ensure that homeless children, as well as foster children, have access to the same free and appropriate public education provided to other children within the District. Placement of these students will be based upon the student's best interest. This may be his/her school of origin unless his/her parent/guardian requests otherwise. If the parent/guardian requests a school that is not the school of origin, transportation shall be provided by the District. (AB 490)

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Intradistrict Transfer Priorities/Procedures (continued)

7. An "Unsafe School Choice Option" allows students to transfer to a safe school if they attend a "persistently dangerous" public school or become a victim of violent crime. This violent criminal offense (as determined by State law) applies to students while in, or on the grounds of, a public school that they attend. (cf. 5116.1 - Intradistrict Open Enrollment)

Selection Procedures

1. The Superintendent or designee shall identify those schools based on grade level capacity which may have space available for additional students. A list of these schools and open enrollment applications shall be available at all school offices.
2. Applications will be accepted beginning December 1, or the first work day after December 1 if this day falls on a weekend. All students who submit applications for 'School of Choice' by January 15 may be eligible for admission to their school of choice the following school year under these enrollment priorities.
 - a. Applications received after the deadline may be considered if further openings exist.
 - b. If a student moves outside of his/her attendance area of residence an application will be required in order to remain at that school.
 - c. If a student is pre-registered at a school and then moves from that attendance area, an application will be required in order to remain at the preregistered school.
3. After students wishing to remain in their schools are placed and the projected enrollment relative to school capacity has been determined, a lottery procedure for additional enrollees will be established. This procedure will take into account priority criteria for school placement. All students requesting transfers will be placed within each priority category. If there are more applicants than there is space at the school, a lottery will be held within that category for that school.
4. If applications exceed available capacity, enrollment in a school of choice, with the exceptions noted below, shall then be determined by lot from the eligible applicant pool once openings have been filled.

StudentsIntradistrict Transfers Priorities/Procedures (continued)

- a. A waiting list shall be established to indicate the order in which students may be accepted as openings occur.
 - b. Applications received after the deadline may be added to the waiting list in the order in which they apply, and they may or may not be considered for admission for the following school year.
5. Parents with multiple children seeking placement in one school will have all affected children considered at one time; however, the name of each child who wishes placement in a school of choice must appear on an application form. Unless precluded by law, once a student is accepted into the school of choice, siblings within that family may be permitted to enroll in the school of choice provided they have completed and returned a 'School of Choice' application by the January 15 deadline, and there is space available at the requested school. Priority may be given to students whose parent/guardian is assigned to that school as his/her primary place of employment. The employee must indicate on the 'School of Choice' application that they are a District employee. A District employee is defined as all bargaining unit, confidential and management employees.
6. When a student enrolls as a freshman in any Lompoc Unified School District high school, he/she will have that school identified as the school of choice for athletic eligibility. Any student who wishes an intradistrict transfer and who wants to participate in athletics at his/her new school will be subject to the following limitations:
 - a. Only one transfer is allowed during the student's high school career after the initial enrollment as a ninth grade student.
 - b. The transfer must be completed during the first fifteen (15) schooldays of the new academic year at school B.
 - c. In the case of a transfer occurring during a school year, a student will be allowed varsity eligibility at the beginning of the next school year.
 - d. The transfer must not be a result of disciplinary action.
 - e. The receiving school must certify that no consideration was given to the athletic performance of the student in accepting the transfer.

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Intradistrict Transfer Priorities/Procedures (continued)

If a student's transfer doesn't meet these limitations, he/she will not be eligible for athletics without completing CIF form 213.

7. A student approved for intradistrict placement shall abide by all school rules and procedures. Students may be transferred back to their home school of residence for reasons of unsatisfactory attendance, continual tardiness, failure of the parent to make adequate transportation arrangements, unsatisfactory behavior or citizenship, ceasing participation within a "specialized" school program, or if enrollment within the attendance area exceeds available classroom space. This transfer shall occur any time for elementary students or at the semester for secondary students.
8. Intradistrict transfers at grades 6 - 12, except for reasons listed in #7 above, shall be done at the semester. A student enrolled in a high school on an intradistrict transfer may voluntarily transfer to the high school of residence only at the end of a semester.
9. Once a 'School of Choice' application has been approved, the student may remain at that school for the duration of his/her educational program at that school except as noted above. It is not necessary to reapply each year.
10. The Superintendent or designee shall inform applicants as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
11. Transportation must be furnished by the parent/guardian for students who have opted to attend a school outside their home school boundaries.

Any complaints regarding the selection process should be submitted to the Superintendent or designee.

Notifications

Notifications shall be available for parents/guardians at all schools at the beginning of each year describing all current statutory attendance options and local attendance options available in the district. Such notifications shall include: (Education Code 48980)

Students

Intradistrict Transfer Priorities/Procedures (continued)

1. All options for meeting residency requirements for school attendance. (cf. 5111.1 - District Residency) (cf. 5111.11 - Residency of students with Caregiver) (cf. 5111.12- Residency Based on Parent/Guardian Employment) (cf. - 5111.13 - Residency of Homeless Children)
2. Program options offered within local attendance areas.
3. A description of any special program options available on both an interdistrict and intradistrict basis.
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied.
5. A district application form for requesting a change attendance.
6. The explanation of attendance options under California law as provided by the California Department of Education.

Lompoc Unified School District

Approved: (5/75 5/77 1/84 6/87 2/88 4/94 2/95 3/96 5/97 9/03 4/05 1/07) 6/10