



MATAGORDA INDEPENDENT SCHOOL DISTRICT

Shannon Chapman
Superintendent

717 Wightman St.
Matagorda, TX 77457
Phone: 979-863-7693
matagordaisd.org

2025-26 STUDENT TRANSFER PROCESS

Dear Parent/Guardian;

We are excited about your interest in joining (or continuing to be part of) the Stingray Family!

Over the past several years, Matagorda ISD has proudly accepted transfer students—students who live outside of Matagorda ISD's district boundaries but attend Matagorda ISD schools.

We are thrilled to continue our student transfer program for the 2025-26 school year so that students who live outside of Matagorda ISD boundaries can benefit from the goodness, excellence, and opportunities that Matagorda ISD has to offer.

If you are interested in applying to have your child, be admitted to Matagorda ISD as a transfer student, please complete the *Transfer Application* and *Transfer Agreement*, then submit both and additional required documents to Ms. Stacy Dutton at the Matagorda ISD Front Office (717 Wightman St., Matagorda, TX. 77457; or, by email at sdutton@matagordaisd.org). These documents are included with this letter.

If you would like to tour Matagorda ISD school or find out more about our programs, please reach out to our campus principal:

- Ms. Kristi Washburn, PK-12 principal, 979-863-7693 kwashburn@matagordaisd.org

We are excited to welcome your child and your family to our stingray family!

Go Stingrays!

A handwritten signature in blue ink that reads "Shannon Chapman". The signature is fluid and cursive, with a large initial "S".

Ms. Shannon Chapman
Superintendent, Matagorda ISD



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TRANSFER AGREEMENT 2025-26

This Transfer Agreement establishes the terms and conditions for _____
_____ ("Student") to attend the Matagorda Independent School District
public schools ("District") as a transfer student for the 2025-26 school year. The student is a resident of
the _____ School District.

Student's parent(s) or guardian(s), _____
("Parent"), requests that the Student be permitted to attend District schools in the 2025-26 school year
and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the current school year only. District approval of the transfer creates no right or expectation that the Student will be admitted as a transfer for any subsequent school year.
2. This transfer is approved for the named Student **only**. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.
3. Students must maintain acceptable levels of attendance, academic achievement, involvement, and compliance with the Student Code of Conduct throughout the entire school year.

Acceptable levels are defined as:

- a. **Attendance:** Maintain at least a 90% attendance rate.
- b. **Academic Achievement:** Maintain at least a 70% average in all core subjects *and* demonstrate competency on state assessments (if applicable).
- c. **Student Involvement:** Student must participate/be involved in 2 or more extracurricular activities offered by MISD once they reach secondary school (7th-12th Grades)
- d. **Compliance with Student Code of Conduct:** Comply with the Student Code of Conduct and maintain good conduct. Any assignment to an in-school suspension

program, disciplinary alternative education program, suspension, and/or felony conviction is not considered good conduct. Transfer students shall be subject to the same disciplinary consequences as all other Matagorda ISD students. Except as otherwise outlined in this Agreement, Matagorda ISD will attempt to provide the same resources to transfer students as are provided to all other students prior to a student's transfer being revoked. These resources include academic tutorials and assistance, behavioral interventions, parent/guardian meetings, and counseling from the campus counselor. A transfer student whose transfer status is revoked is not permitted to reapply for transfer status during that same school year.

4. The superintendent or designee may revoke the transfer of a Student who fails to maintain an acceptable level of attendance, academic achievement, or compliance with the Student Code of Conduct. The campus principal and/or counselor, with teacher input, will review the parameters of the transfer student agreement each grading cycle to determine any violations of the terms of this agreement.
5. Parent(s) must comply with and observe all District policies and reasonable District and campus procedures and requirements.
6. The superintendent or designee may revoke the transfer of a Student whose Parent(s) fail to comply with and observe all District policies and reasonable District and campus procedures and requirements.
7. If this Agreement is revoked, revocation will ordinarily be effective at the end of the grading period in which a standard for continued admission is violated. Policy FDA(LOCAL) applies to Admissions for Interdistrict Transfers.
8. Matagorda ISD does not charge tuition for transfer students.—

- 9. The Parent or the Student will be responsible for transportation to and from the District school or bus stop locations to which the Student is assigned.
- 10. Except as modified by this Transfer Agreement, the Student will be subject to all policies, regulations, rights, privileges, and responsibilities of enrollment in the District. The District and the Parent(s) agree that this Transfer Agreement is the entire agreement controlling admission and enrollment of the Student in the District for the 2025-26 school year.

Parent Signature Date

Physical Address

Superintendent Signature Date



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TRANSFER APPLICATION 2025-26

Student Full Name: _____

District of Residence: _____

Grade (2025-26): _____ Birth Date: _____

I have been informed of Matagorda ISD's policies concerning transfer students. I accept responsibility for my child's and my family's adherence to these policies.

Parent/Guardian Name: _____

Physical Address: _____

Mailing Address: _____

Phone: _____ Email: _____

Please tell us why you would like to transfer to Matagorda ISD: (Use additional paper, as needed.)

Parent/Guardian Signature

Date

Submit completed application along with the requested documentation below to Ms. Stacy Dutton (sdutton@matagordaisd.org) or in person to the administration office.

Required Documentation (for new, not returning):

- Grades from the last 2 school years (report cards, testing scores, etc)
- Attendance records from the last 2 years
- Discipline records from the last 2 years

*This information should be attained from the current and/or previous school district.

OFFICE USE ONLY

____ This transfer request was **approved** on this ____ day of _____, 202__.

____ This transfer request was **denied** on this ____ day of _____, 202__.

Ms. Shannon Chapman, Matagorda ISD Superintendent