

INTER-DISTRICT ATTENDANCE

In accordance with an agreement between the Board of Trustees and the board of another District, a permit authorizing a student of either district to enroll in the other district may be issued upon approval of both districts.

The district shall post on its web site the procedures and timelines for requesting an interdistrict transfer permit, including a link to BP 5117 - Interdistrict Attendance. The posted information shall include, but is not limited to: (Education Code 46600.1, 46600.2)

1. The date upon which the district will begin accepting and processing interdistrict transfer requests for the following school year
2. The reasons for which the district may approve or deny a request, and any information or documents that must be submitted as supporting evidence
3. If applicable, the process and timelines by which a denial of a request may be appealed within the district before the district renders a final decision
4. A statement that failure of a parent/guardian to meet any timelines established by the district shall be deemed an abandonment of the request
5. Applicable timelines for processing a request, including the following statements:
 - a. For an interdistrict transfer request received by the district 15 or fewer calendar days before the commencement of instruction in the school year for which the transfer is sought, the district will notify the parent/guardian of its final decision within 30 calendar days from the date the request was received.
 - b. For an interdistrict transfer request received by the district more than 15 days before the commencement of instruction in the school year for which the interdistrict transfer is sought, the district will notify the parent/guardian of its final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction in the school year for which transfer is sought.
6. The conditions under which an existing interdistrict transfer permit may be revoked or rescinded

In addition, the Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. 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). Such a student shall be given priority for inter-District

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attendance under any existing inter-District attendance agreement or, in the absence of an agreement, shall be given consideration for the creation of a new permit. (Education Code 46600) (cf. 5131.2 – Bullying)

2. To meet the childcare 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 childcare provider within District boundaries. (cf. 5148 - Child Care and Development)
3. To meet a child's special mental or physical health needs as certified by a physician, school psychologist or other appropriate school personnel (cf. [6159](#) - Individualized Education Program)
4. When a student has a sibling(s) attending school in the receiving District, to avoid splitting the family's attendance
5. To allow a student to complete a school year when his/her parents/guardians have moved out of the District during that year
6. To allow students to remain with a class graduating that year from an elementary, junior, or senior high school.
7. To allow high school seniors attend the same school they attended as juniors, even if their families moved out of the District during the junior year
8. 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
9. When a student will be living out of the District only for one year or less
10. 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
(cf. [5113.1](#) – Chronic Absence and Truancy)
(cf. 5113.12 - District School Attendance Review Board)
11. When there is valid interest in a particular educational program not offered in the District of residence
12. To provide a change in school environment for reasons of personal and social adjustment

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The Superintendent or designee may deny initial requests for inter-District attendance permits due to limited district resources, if school facilities are overcrowded at the relevant grade level or ~~based on~~ other considerations that are not arbitrary. However, once a student is admitted, the District may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

If the transfer request is for a school year that begins within 15 calendar days of the receipt of the request, the Superintendent or designee shall notify the parent/guardian of the final decision within 30 calendar days of receiving the request. If the transfer request is for a school year that begins more than 15 calendar days after the receipt of the request, the parent/guardian shall be notified of the final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction during that school year. (Education Code 46600.2)

If a student's interdistrict transfer request is denied, the Superintendent or designee shall, in writing, notify the parents/guardians of their right to appeal to the County Board of Education within 30 calendar days from the date of the final denial. (Education Code 46600.2)

(cf. 5145.6 - Parental Notifications)

All notices to parents/guardians regarding the district's decision on any request for interdistrict transfer shall conform to the translation requirements of Education Code 48985, and may be provided by regular mail, electronic format if the parent/guardian provides an email address, or by any other method normally used to communicate with parents/guardians in writing. (Education Code 46600.2)

Pending a decision by the two districts or by the County Board on appeal, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months, provided the district is the district of proposed enrollment. If the decision has not been rendered by the conclusion of two school months and the districts or County Board is still operating within the prescribed timelines, the student shall not be allowed to continue attending the district school to which the student was provisionally admitted. (Education Code 46603)

Students who are under consideration for expulsion or who have been expelled may not appeal Inter-District attendance denials or decisions while expulsion proceedings are pending, or during the term of the expulsion. (Education Code [46601](#))

(cf. [5119](#) - Students Expelled from Other Districts)

(cf. [5144.1](#) - Suspension and Expulsion/Due Process)

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Once a student is admitted to a school on the basis of an interdistrict attendance permit, the student shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school of enrollment, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded after June 30 following a student's completion of grade 10 or for any student entering grade 11 or 12 in the subsequent school year. (Education Code 46600)

Transfers Out of the District

A student whose parent/guardian is in active military duty shall not be prohibited from transferring out of the district, provided the school district of proposed enrollment approves the application for transfer. (Education Code 46600, 48307)

The district may limit transfers out of the district to a school district of choice under any of the following circumstances: (Education Code 48307)

1. The number of student transfers out of the district to a school district of choice has reached the limit specified in Education Code 48307 based on the district's average daily attendance.
2. The County Superintendent of Schools has given the district a negative budget certification or has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this district to a school district of choice.

(cf. 3100 - Budget)

3. The Board determines that the transfer would negatively impact any of the following: (Education Code 48307)

- a. A court-ordered desegregation plan
- b. A voluntary desegregation plan of the district, consistent with the California Constitution, Article 1, Section 31
- c. The racial and ethnic balance of the district, consistent with the California Constitution, Article 1, Section 31

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Salinas Union High School District

Students

Regulation # 5117

INTER-DISTRICT ATTENDANCE

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