

Policy 5117: Interdistrict Attendance

Status: ADOPTED

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The Governing Board recognizes that parents/guardians may request interdistrict attendance agreements for a variety of reasons. As a small district committed to preserving educational excellence and fiscal responsibility, ASJUSD will grant interdistrict transfers only under clearly defined criteria, within set capacity limits, and with equity and transparency.

Interdistrict Attendance Agreements and Permits

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

When the request of a student seeking to transfer out of the district, or an individual permit verifying another district's approval for its student to transfer into the district, is received, the Superintendent or designee shall review, and approve or deny the request or permit based on the terms and conditions of the interdistrict attendance agreement.

Instruction Collaboration Agreements

The district may, with Board approval, enter into an instruction collaboration agreement (ICA) with another school district, county office of education, or charter school for the district to offer the same or similar courses and coursework to students from another school district, county office of education, or charter school who have been impacted by any of the following: (Education Code 48345)

1. Disruptions or cancellations in science, technology, engineering, and mathematics (STEM) classes
2. Disruptions or cancellations in dual language immersion programs
3. Teacher shortages in STEM classes or dual language immersion programs

Prior to accepting students for classes for any of the reasons specified in Items #1-3 above, the Superintendent or designee shall, with Board approval, determine the maximum number of students that the district can accept for these purposes. The district shall accept students who apply until the district is at maximum capacity.

Students shall be transferred to this program through an unbiased process that prohibits an inquiry into, or evaluation or consideration of, whether a student should be authorized to participate in the course or coursework based upon the student's current academic or athletic performance, proficiency in English, physical condition, any of the individual characteristics specified in Education Code 200, or family income. If the number of applicants exceeds the number of seats available, the approval for participation shall be determined by a random public drawing at a regularly scheduled Board meeting. (Education Code 48345)

The Superintendent or designee shall publicly post information, including, but not limited to, applicable forms and timelines for submission pursuant to the ICA, to ensure that students and their families are aware of the opportunities to participate. (Education Code 48345)

When negotiating the ICA, the Superintendent or designee shall collaborate with the other participating local educational agencies to agree upon an appropriate shared cost structure. (Education Code 48345)

Transportation

Upon parent/guardian request, the district shall provide transportation assistance to a student receiving an interdistrict transfer who is eligible for free and reduced-price meals and is the child of an active duty military parent/guardian or a victim of bullying, as defined in Education Code 46600. (Education Code 46600)

Additionally, upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for any interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends, if space is available.

Outbound Interdistrict Transfer Requests

Upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement. The following criteria and priorities shall apply:

Enrollment Cap

- Beginning in the 2026-27 school year, the district will limit new outbound interdistrict transfers to no more than 4% total district enrollment with a maximum of 10 students grade 9-12.

Prioritize Categories

Outbound transfers will be considered and may be approved based on the following priorities:

1. Student is the child of an active-duty military parent (Ed Code 46600)
2. Student is a verified and documented victim of pervasive bullying (Ed Code 46600).
3. Student is in their final year at a school site out of district

4. Student has a sibling enrolled in the requested district
5. Student has a documented health, emotional, or social need
6. Student seeks a board approved, specialized program, awarding A-G graduation credit not offered in ASJUSD. Requests outside of these categories may be denied.
7. Student's parent/guardian are physically employed within the boundaries of that district.
8. Student qualifies for the McKinney-Vento Act.

Inbound Interdistrict Transfer Requests

Inbound interdistrict transfer requests shall be handled in accordance with AR 5117.

Appeals and Transparency

Families denied a transfer may appeal to the San Benito County Board of Education within 30 calendar days. The San Benito County Board of Education will review appeals and may approve them based on the criteria in the San Benito County Office of Education Board Policy 5175. Forms and information are available from the San Benito County Office of Education: <https://www.sbcoe.org/Students> who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or rescissions while expulsion proceedings are pending or during the term of the expulsion. (Education Code 46601)

Annual Monitoring

Transfer activity for inbound and outbound transfers, including approvals and denials, will be reported to the Board annually.

Legal Reference

Education Code 46600-46611, 48300-48316 CSBA Policy Reference: BP/AR 5117