

**INTERDISTRICT ATTENDANCE**

The Board of Trustees recognizes that students who reside in one district may choose to attend school in another district and that such choices are made for a variety of reasons. The Board desires to communicate with parents/guardians and students regarding the educational programs and services that are available.

- (cf. 5116.1 - Intradistrict Open Enrollment)*
- (cf. 5117.1 - Interdistrict Attendance Agreements)*
- (cf. 5117.2 - Alternative Interdistrict Attendance Program)*
- (cf. 5145.6 - Parental Notifications)*

Because of overcrowding within district schools and limited district resources, the Board discourages transfers into the district and will consider approving such transfers only on a case-by-case basis through an interdistrict attendance agreement.

*Legal Reference:*

EDUCATION CODE

- 46600-46611 Interdistrict attendance agreements*
- 48204 Residency requirements for school attendance*
- 48209-48209.17 Student attendance alternatives*
- 48915 Expulsion; particular circumstances*
- 48915.1 Expelled individuals: enrollment in another district*
- 48918 Rules governing expulsion procedures*
- 48980 Notice at beginning of term*
- 52317 Enrollment of students, inter district attendance*

# Hope School District (Tulare)

## Administrative Regulation

### Interdistrict Attendance

AR 5117

#### Students

#### Interdistrict Attendance Agreements and Permits

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, insofar as facilities permit.

The district shall post on its web site the procedures and timelines for requesting an interdistrict transfer permit, including a link to BP/AR 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.

### **Case-by-Case Basis**

The Hope School District will consider each interdistrict permit request on a case-by-case basis. The Hope School District shall review every request for interdistrict attendance, whether the student is transferring into or out of the district.

### **Selection Process**

Hope School will allow interdistrict transfers into the district to meet the enrollment needs of each grade level. Priority will be given to children or grandchildren of Hope School staff and board members, students with siblings that meet enrollment needs at more than one grade level and/or children that attend the Hope Preschool Program. All things being equal, students will be allowed into the district on a first come-first serve basis providing that they meet all the requirements for interdistrict enrollment and have completed the initial requirements for consideration as specified by the Board and the Superintendent/Principal.

At the request of the parent, a student who has been determined by staff of either the district of residence or district of proposed enrollment to be a victim of an act of bullying, as defined in Education Code section 48900(r) committed by a student of the district of residence, shall be given priority for interdistrict attendance. (Education Code 46600.)

In addition, the Board of Trustees always reserves the right to make special exceptions to the interdistrict selection procedure.

### **Interdistrict Permit Approval**

The Superintendent/Principal or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

- a. Parent/guardian in district. When child care needs of the student are met by a parent/guardian, relative or sitter in the receiving district.
- b. Sibling attending school in district: When the student has a sibling attending school in a receiving district, to avoid splitting the family attendance.
- c. Moved during school year: To complete a school year when the parents/guardians have moved out of the district during the year, as long as the student attended Hope School District for one year (180 consecutive school days) prior to the move.
- d. Remain with class: To allow students to remain with a class that is graduating that year from the Hope School District
- e. Personal and social adjustment: To provide a change in school environment for reasons of personal and social adjustment.

f. Educational Program: When a valid interest is a particular educational program not offered in the district of residence.

### **Behavioral Performance and Attendance**

The Superintendent/Principal or designee, prior to approving an interdistrict attendance request to transfer into the district, may contact the student's district of residence to determine whether the child meets the Hope School District standards of behavioral performance and attendance. If a child is determined to be experiencing difficulties in these areas, the Superintendent/Principal or designee may recommend to the Board that the interdistrict attendance request be denied.

1. District right to deny agreement: The Hope School District reserves the right to deny any interdistrict attendance agreement request before the child is enrolled in this district for the following reasons:

a. Behavioral standards: The student is failing to maintain behavioral standards established by his/her district of residence.

b. Attendance: The student has experienced difficulty in regularly attending and/or arriving on time for his/her district of residence.

c. Classes overcrowded: Classes in this district are determined to be overcrowded and space is needed to permit the enrollment of additional students who reside in this district.

d. Class size limit: The Hope School District may invoke a class size limit for individual grades at any time during the school year.

e. Academic standards: The Hope School District may not accept any student that is not working up to the student's individual ability level.

f. Interdistrict contract: All parents of interdistrict students will be required to sign a contract outlining the requirements for being granted an interdistrict permit. Any violation of the contract may result in the interdistrict being revoked and/or the interdistrict agreement not being granted in subsequent years.

2. District right to revoke agreement: The Hope School District reserves the right to revoke any interdistrict attendance permit at any time during the school year for the following reasons:

a. Failure to maintain behavioral standards: The student is failing to maintain behavioral standards established by the district.

b. Attendance/tardy problems: The student has been tardy or truant without valid excuse in excess of 10% of the instructional days that a student is enrolled.

c. Academic achievement: If the district feels that the student is not working up to his/her potential, including if the student is not completing the assigned work in the classroom to the satisfaction of the classroom teacher.

3. Transportation: The Hope School District shall not provide transportation for student on an interdistrict permit.

4. Timely Notice: The parent-guardian of a student who is denied a transfer permit pursuant to Education Code 46600-46611 shall receive notice from the district in accordance with law, of the district's final decision. (Education Code 4660.2 (a)(5).)

If a student's interdistrict transfer request is denied, the Superintendent/Principal 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 decision. (Education Code 46600.2(b))

(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/Principal or designee may provisionally admit a student who resides in another district for a period not to exceed two school months (Education Code 44603). 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 interdistrict attendance denials or rescissions 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)

Once a student is admitted to the district school on the basis of an interdistrict attendance permit, the student shall be required to reapply for an interdistrict transfer every year. (Education Code 46600)

Regulation HOPE SCHOOL DISTRICT  
Porterville, California

approved:  
revised: