Tuolumne County Elementary School Districts
APPLICATION FOR INTERDISTRICT TRANSFER PERMIT

☐ New Application for the _____/_____ School Year ☐ Renewal for the _____/_____ School year

This Application for Interdistrict Transfer, and any Interdistrict Transfer Permit (ITP) granted pursuant to same are governed by the terms of the Interdistrict Attendance Agreement entered into between the student's district of residence and the district that the student has applied to attend, including but not limited to the terms upon which an ITP may be revoked.

Interdistrict Transfer Permit requests are initiated in the district of residence. Students may be enrolled at the requested district pending the decision between two districts (or the County Board in case of appeal) for a period not to exceed two months if the individual board policies allow for it. Districts will notify parents of their decision within 30 calendar days of the date of the request for current year requests, or within 14 days of the start of instruction for future year requests.

Upon approval by both districts, the original of the permit will be retained by the District of Requested Attendance who will be responsible for distribution of copies to the District of Residence and the Parent or Guardian.

Upon denial, the denying district will notify the Parent or Gaurdian and the other district named in the request. If you are denied an Interdistrict Transfer Permit by either district and after you have exhausted all local (district) remedies, you have thirty (30) calendar days from the date of the final denial of the request to appeal the decision to the County Board of Education. Failure to comply with this timeline will negate your opportunity to file an appeal. Contact the Tuolumne County Superintendent of Schools Office at 536-2010 or visit www.tcsos.us for information on appeals.

School districts reserve the right to deny Applications for ITPs on a case-by-case basis per individual district Board Policies. Pursuant to Ed Code 46600(d)(3), the district will ensure students are selected through an unbiased process.

In accordance with Education Code §46616, the district of attendance shall be credited with the average daily attendance and not charge a tuition. Transportation is the responsibility of the requesting party.

List the name(s), birthdate(s) and grade(s) for each child you are requesting an ITP for (use additional forms if necessary):

Name:_____ Birthdate: _____ Incoming Grade: _____

Name:_____ Birthdate: _____ Incoming Grade: _____

Name:_____ Birthdate: _____ Incoming Grade: _____

Parent/Guardian's Name: _____ Phone(s):_____

Physical/Mailing Address:_____

Last School Attended (include contact info if out of county):_____

District of Residence: _____ District/School of Requested Attendance:_____

What is/are the reason(s) for the request? Use additional paper if necessary.

Is/are the student(s) currently pending disciplinary action or under an expulsion order? Yes ☐ No ☐

Do/does student(s) require SARB supervision? Yes ☐ No ☐

Do/does student have Special Education Services, 504 Plan, or an assessment in progress? Yes ☐ No ☐ Attach current IEP or 504.

BY MY/OUR SIGNATURE BELOW, I/we certify that I/we am/are the legal guardians of the student(s) and to the best of my/our knowledge the information provided in this application is true and correct.

Parent(s)/Guardian(s) Signature(s)_____ Date_____

INTERDISTRICT TRANSFER PERMIT APPROVAL

District of Residence: Granted_____ Denied_____
Reason(s) for denial:_____
_____

District of Requested Attendance: Granted_____Denied_____
Reason(s) for denial:_____
_____

_____
Authorized Signature (**Resident** School District) Date

_____
Authorized Signature (**Requested** School District) Date

_____
Printed Name Title

_____
Printed Name Title

Form version: 02/01/23
Form expires: 12/31/27

INTERDISTRICT ATTENDANCE AGREEMENT

This agreement is entered into by and between the following school districts:

Belleview School District
Big Oak Flat-Groveland Unified School District
Columbia Union School District
Curtis Creek School District
Jamestown School District
Sonora School District
Soulsbyville School District
Summerville School District
Twain Harte School District
Tuolumne County Superintendent of Schools Office

The parties agree that the following terms and conditions shall apply to all interdistrict attendance transfers between them that are based on Education Code 46600 et seq.

1.Terms or Conditions for Denying an Interdistrict Transfer Permit by the District of Enrollment
The Superintendent or designee of the district of residence or district of enrollment may deny initial or renewal requests for an ITP due to:

A. Granting the requested ITP would require the district of proposed enrollment to create new programs or services not currently offered;
B. Granting the requested ITP would require the district of proposed enrollment to hire additional staff at one or more particular grade levels;
C. Granting the requested ITP would cause the district of residence to have a net transfer of pupils out in excess of the limits in EC 48204 (b)(7);
D. The student submitting the ITP, whether an initial or renewal permit, had a previous ITP revoked by the same or a different district of enrollment;
E. Other considerations which are neither arbitrary, capricious, nor discriminatory.

2. Terms or Conditions for Permitting an Interdistrict Transfer Permit by the District of Enrollment
The Superintendent or designee of the district of attendance may approve an ITP for a student under this Agreement based upon any of the following:

A. When the student has been determined by personnel 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), which was committed by a pupil of the school district of residence, such student will be given priority for ITP.
B. When the student has a sibling attending school in the district of enrollment, to avoid splitting the family's attendance.
C. To allow the student to complete a school year when his/her parents/guardians have moved out of the district during that year.
D. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school.
E. When the parent/guardian provides written evidence that the family will be moving into the district within 30 days and would like the student to start the year in the district.
F. When at least one parent of the pupil is physically employed within the boundaries of the district of enrollment for a minimum of 10 hours during the school week.
G. When the student will be living out of the district for one year or less.
H. 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.
I. When there is valid interest in a particular educational program not offered in the district of residence.
J. To provide a change in school environment for reasons of personal and social adjustment.

3. Notice of Denial of Transfer
Written notice of the denial of an ITP shall be provided to the parent by the district denying the request. Written notice of the denial of an ITP shall, in all instances, advise the parent/guardian of the student whose ITP has been denied or not renewed of all information required by Education Code 46601.

4. Appeal Process
A parent/pupil must exhaust all appeals within the local district before he/she may appeal the denial of an interdistrict transfer to the County Board of Education. If an ITP is denied by either district and after all local (district) remedies have been exhausted, the applicant has thirty (30) calendar days from the date of the final denial of the request to appeal the decision to the County Board of Education.

5.Annual Reapplication Process
Students will need to annually submit an ITP to their district of residence and the district of enrollment.

6.Transportation
Unless otherwise agreed to or provided for by law, a student attending a school other than his/her district of residence under this Agreement is not entitled to and shall not receive home to school transportation from either his/her district of residence or district of proposed enrollment. Pursuant to EC 46600(d)(5), a parent whose student is eligible for free or reduced price meals may request transportation assistance from the district of enrollment, which may also be provided by the district of residence. The amount of transportation provided shall not exceed the supplemental grant received, if any. *(EC 42238.02)*

7.Costs of Transfer Students
Unless otherwise specifically provided for by law, the costs associated with the education provided to and services rendered for transfer students under this Agreement shall not be the responsibility of the district of residence.

8.Basis for Revoking or Rescinding an ITP
Except as otherwise limited herein, an ITP may be revoked or rescinded at any time by the district of enrollment for any of the following reasons:

A. If a student does not maintain a 95% attendance rate and has more than 3 unexcused absences per school year or is excessively tardy;
B. If a student is brought to school excessively early, late, or is regularly not picked up on time after school by the parent or designee;
C. If a student does not demonstrate satisfactory academic effort, maintain a 2.0 GPA or progress appropriate to ability;
D. If a student fails to observe all school rules and cooperate with teachers/staff or causes disruption either in the classroom or outside of class;
E. If a student is recommended for expulsion; OR
F. If it is determined that information provided to support an ITP application is inaccurate, invalid, falsified, or no longer applies.

However, once an ITP has been approved, the Superintendent or designee of the district of enrollment may not revoke a student's ITP during the effective period of the ITP because of overcrowded facilities.
Revocations are not appealable to the County Board of Education