



Roseville Joint Union High School District
1750 Cirby Way ♦ Roseville, CA 95661 ♦ (916) 786-2051

Procedures for Interdistrict Transfers 2014-2015

RJUHSD has availability for **Interdistrict Transfers** for 2014-2015 as follows:

- Antelope, Granite Bay, Oakmont and Roseville have limited openings.
- Woodcreek continues to be closed to Interdistrict Transfers.

Interdistrict Transfers for the 2014-2015 school year **will ONLY be considered between January 10, 2014 and February 14, 2014** or within a 15-day period after a current student moves out of the district and desires to continue attending one of the RJUHSD schools.

IMPORTANT: A student on an Interdistrict Transfer Agreement is required to maintain good attendance, satisfactory academic progress and proper behavior as determined by the Principal. Attendance problems, discipline problems and/or failure to earn credits toward graduation may be reason to revoke an Interdistrict Transfer Agreement at any time.

INTERDISTRICT TRANSFERS INTO RJUHSD: Students living outside the Roseville Joint Union High School District who wish to attend a school in the District **MUST** have a parent/guardian file an Interdistrict Transfer Request Form at the student's school district of residence. Students must secure a release from the school district that serves the area where they reside, even if they have never attended a school in that district. State laws and district policies require a student to be released from the resident school district before attending school in another district. Interdistrict Transfer policies in the resident district must be followed.

WAIT FOR NOTIFICATION: The District will notify the parent/guardian of approval or denial of an Interdistrict Transfer in a timely manner.

Roseville Joint Union High School District

INTERDISTRICT ATTENDANCE AGREEMENTS INFORMATION FOR THE 2014-2015 SCHOOL YEAR

While students are generally expected to attend school in their **district attendance area**, the laws of the State of California and the policies of the Roseville Joint Union High School District Board of Trustees do allow various options. A summary of the options available through the Education Code is on Page 2 of this notice. Please note that the District has **not** chosen to become a "District of Choice" as allowed by Senate Bill 680 (2009). The District does, however, accept Interdistrict Transfers up to the enrollment caps established for each school, assuming the transfer is in the best interest of the student and the receiving school. Transfer students must be released by their home district in order to be accepted into the Roseville Joint High School District.

The following information is for students seeking enrollment in the Roseville Joint Union High School District from another district. For the 2014-2015 school year, the District will allow limited Interdistrict Transfers to all district schools in grades 9 through 12 based upon limited openings at each site. Additionally, consideration will be given to continuing students and their concurrently enrolled siblings at each school. Based on the provisions of the law and the applicable board policies, the Roseville Joint Union High School District presents the following information:

2013-2014 ENROLLMENT AND ENROLLMENT CAPS FOR 2014-2015

| <u>SCHOOL</u> | <u>2013-2014 ENROLLMENT</u> | <u>ENROLLMENT CAP</u> | <u>INTERDISTRICT OPENINGS</u> |
|----------------------|--|----------------------------------|--|
| ANTELOPE | 1,830 | 1,840 | Limited |
| GRANITE BAY | 2,108 | 2,175 | Limited |
| OAKMONT | 1,799 | 1,820 | Limited |
| ROSEVILLE | 1,955 | 2,175 | Limited |
| WOODCREEK | 2,225 | 2,200 | Closed |

Students residing within the District's attendance boundaries who meet the guidelines for Intradistrict Transfers (Board Policy/Staff Rule 5118) will be given preference over Interdistrict Transfer requests. Students residing outside the District's boundaries may apply for openings available after resident student transfers have been accommodated.

APPLICATIONS

The Interdistrict Application form and procedures for applying are available online at www.rjuhsd.us or at the District Office.

DEADLINE

Interdistrict applications must be applied for at a student's resident district office by Friday, February 14, 2014 at 4:00 p.m. Because important financial and staffing decisions will be made based on student choices, applications received after February 14, 2014 may not be considered.

RESIDENTIAL ELIGIBILITY FOR ATHLETICS

Student transfers most likely will affect athletic eligibility. The California Interscholastic Federation governs high school athletics. Athletic eligibility information is available at www.cifsjs.org (Constitution: Article 2, Eligibility Requirements: "Transfer Eligibility," Bylaw 214).

QUESTIONS

Please direct transfer questions to the Roseville Joint Union High School District at (916) 786-2051, Ext 1000.

Choosing a Student's School Outside the District in which Parents/Guardians Live A Summary of School Attendance Alternatives in California

Parents/guardians have three options for choosing a school outside the district in which they live.

1. SB 680 (2009) Districts of Choice

The law (Education Code Sections 48300 through 48316) allows, but does not require, each school district to become a "District of Choice;" that is, a district that accepts transfer students from outside the district under the terms of these education code sections. The school board of a district that decides to become a "district of choice" must determine the number of students it is willing to accept in this category each year and make sure the students are selected through a "random and unbiased" process, which usually is a lottery. Students may transfer into a "district of choice" through this mechanism beginning with the 1995-1996 school year. If the district into which a parent/guardian would like his/her child transferred chooses not to become a "district of choice," a parent/guardian may not request a transfer under those provisions. However, a parent/guardian may still request a transfer under either the "Other Interdistrict Transfers" or the "Parental Employment in Lieu of Residency" options described below. Other provisions of SB 680 include:

- Either the district a student would transfer to or the district a student would transfer from may deny a transfer if it will negatively affect the racial and ethnic balance of the district or a court-ordered or voluntary desegregation plan. The district a student would be leaving may also limit the total number of students transferring out of the district each year to a specified percentage of its total enrollment, depending on the size of the district.
- No student who currently attends a school or lives within the attendance area of a school can be forced out of that school to make room for a student transferring under these provisions.
- Siblings of students attending school in the "district of choice" must be given transfer priority.
- A parent/guardian may request transportation assistance within the boundaries of the "district of choice." The district is required to provide transportation only to the extent it already does so.

2. Other Interdistrict Transfers

The law [Education Code Sections 46600 through 46221] allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods of up to five years each. The agreement must specify the terms and conditions under which transfers are permitted. There are no statutory limitations on the kinds of terms and conditions districts are allowed to place on transfers. The law on interdistrict transfers also provides for the following:

- Both the school district a parent/guardian is requesting a transfer to and the one a parent/guardian is transferring from must take into consideration the child care needs of the student. If the transfer is approved based on child care needs, the student may be allowed to stay in the new district or the high school district to which it feeds through the 12th grade, subject to certain conditions.
- If either district denies a transfer request, a parent/guardian may appeal that decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision.
- No district is required to provide transportation to a student who transfers into the district.

3. Parental Employment in Lieu of Residency Transfers ("Allen Bill Transfers")

The law [Education Code Section 480204(f)] provides that if one or both parents/guardians of an **elementary school student** are employed in the boundaries of a school district other than the one in which they live, the student may be considered a resident of the school district in which his/her parents/guardians work. This code section does not require that the school district automatically accept a student requesting a transfer on this basis, but a student may not be rejected on the basis of race/ethnicity, sex, parental income, academic achievement, or any other "arbitrary" consideration. **Due to impacted enrollment, RJUHSD does not accept "Allen Bill Transfers" from its feeder schools.**

The above summary of the attendance alternatives available to parents/guardians and their children is intended to provide an overview of the laws applying to each alternative. Parents/guardians who are interested in learning more about these options should contact their own school district or the district into which they are considering transferring for more information on the district's policies, procedures and timelines for applying for transfers.

SUBJECT: INTERDISTRICT ATTENDANCE

ORIGINATING OFFICE: ASSISTANT SUPERINTENDENT, PERSONNEL SERVICES

EFFECTIVE: JULY 14, 1987

REVISED: JANUARY 11, 1994
NOVEMBER 19, 2002
JULY 1, 2003
MARCH 17, 2009

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 Superintendent or designee, by annual review, will determine if the district may be capable of serving additional students. If space is available, the Superintendent or designee may approve interdistrict attendance agreements for incoming students which are in the best interests of the student and are consistent with District needs. Upon request, the Superintendent or designee may accept students from another district which does not require tuition payment as a condition of interdistrict attendance and may also allow students who live within the District to attend out-of-district schools.

Interdistrict attendance agreements for incoming students will not be approved for schools that the Superintendent or his designee determine are at or above their enrollment capacity. The Superintendent or designee may grant exceptions to this provision for compelling educational or personal reasons.

Beginning with the 2003-2004 school year, interdistrict attendance agreements for incoming students with feeder school districts (Dry Creek, Eureka, Roseville City) will not be recognized by the Roseville Joint Union High School district unless otherwise legally required.

New and renewal interdistrict applications for incoming students must be submitted prior to enrollment, and generally by February 15 of the year before the new school year (e.g., February 15, 2009 for the 2009-10 school year). Approval or denial of interdistrict transfers for incoming or outgoing students will be based on limitations specified in Staff Rule 5117.

The Roseville Joint Union High School District provides no special transportation for students on interdistrict transfers. The district of origin shall issue individual interdistrict

attendance permits for incoming students, valid for a period of one year, verifying district approval for students transferring out of the district. These permits become valid when signed by an authorized representative of the district of future attendance. The district of attendance shall stipulate how and why the permit may be revoked.

The District shall not knowingly accept incoming students who reside in another district without an interdistrict attendance permit. However, such permits will not be required for students enrolling in an ROC or ROP program.

The Superintendent or designee may cancel an interdistrict agreement for an incoming student at any time if the student does not maintain acceptable attendance and performance or if the student poses a threat to the safety of others.

The parent/guardian of a student who is denied a transfer shall be notified in writing and informed of the appeal process.

Legal Reference:

EDUCATION CODE

46600-46611 Interdistrict attendance agreements

46621 Newly formed, changed or joint district

48204 Residency requirements for school attendance

48209-48209.16 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 Admission of persons including nonresidents to attendance area; workers' compensation for pupils

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ORIGINATING OFFICE: ASSISTANT SUPERINTENDENT, PERSONNEL SERVICES

EFFECTIVE: JULY 14, 1987

REVISED: JANUARY 11, 1994
NOVEMBER 19, 2002
JULY 1, 2003
MARCH 7, 2005
MARCH 17, 2009
AUGUST 10, 2009

Reasons for Approval – Incoming Students

Effective for the 2003-2004 school year, Interdistrict Attendance Agreements for incoming students may be approved for reasons such as the following:

1. As required by education code or federal regulations.
2. To meet a student's special mental or physical health needs, as certified by a physician, school psychologist or other appropriate school personnel.
3. For 11th or 12th grade students to complete their education when parents/guardians have moved out of the district.
4. When there is valid interest in a particular educational program not offered in the district of residency.
5. As a professional courtesy for students whose parent/guardian is regularly employed by the Roseville Joint Union High School District. If the parent/guardian is employed by a feeder school district, placement will be allowed.
6. When the student has brother(s) or sister(s) concurrently attending school in the Roseville Joint Union High School District, to avoid splitting the family's attendance.
7. When the parent/guardian provides written evidence that the family will be moving to the Roseville Joint Union High School District attendance area in the immediate future and would like the student to start the year in this district.

The Superintendent or designee may grant exceptions to these provisions for compelling educational or personal reasons.

Reasons for Approval – Outgoing Students

The Board of Trustees is responsible for providing educational services to students residing within district boundaries. The District builds schools, hires staff, purchases supplies, and engages in comprehensive planning to meet its educational mandate. The District commits extensive resources based on this planning to prepare adequately for every student who resides, and plans to reside, in the District. The state provides revenue to meet financial commitments based on student enrollment by district of residence. Each student attending a school outside his/her resident district results in a financial loss. Consequently, in order to plan effectively, provide quality educational opportunities, and meet the District's financial commitments based on the state's intent to educate children by district of residence, it is important to retain as many students as possible.

The Board expects parents who live within its attendance boundaries to enroll their students in its schools so it can continue to plan and meet its commitments. However, the District has established a process to evaluate requests for students who reside in the District but who are requesting to attend school in another district. This process is called an Interdistrict Transfer Request for Outgoing Students. The request must be approved by both districts in order to allow the student to enroll.

Effective with the 2009-10 school year, interdistrict attendance agreements for outgoing students may be approved for reasons such as the following:

1. To meet a child's special mental or physical health needs as prescribed by a physician, school psychologist, or other appropriate school personnel, with concurrence from the Roseville Joint Union High School District.
2. When a student has brother(s) or sister(s) concurrently attending the same requested school.
3. To allow 11th or 12th grade students to continue in their current school when the parents/guardians have moved into the Roseville Joint Union High School District.
4. When the parent/guardian provides written evidence that the family will be moving to a new district in the immediate future and would like the student to start the year in the requested district.
5. To participate in a special academic program not offered in the Roseville Joint Union High School District.
6. When there are special circumstances for compelling educational or personal reasons, beyond those stated above, the request would be referred to the superintendent or designee for adjudication.

Application Procedures

New and renewal interdistrict applications for incoming students must be submitted prior to enrollment, and generally by February 15 of the year before the new school year (e.g., February 15, 2009 for the 2009-10 school year). Approval will be based on limitations specified in Staff Rule 5117.

1. Interdistrict agreements for incoming and outgoing students will be considered only when requested on appropriate district request forms. The forms shall be available at the resident District Office.
2. Specific reasons for the request must be stated on the appropriate form. No verbal requests will be accepted.
3. Supportive documentation such as medical statements or psychologist's statements may be attached to, and become a part of, the written request form.
4. All requests shall be kept confidential and be viewed only by appropriate personnel.
5. The signature of the parent/guardian requesting the agreement must be included on the request form.
6. Interdistrict requests may be reviewed and a recommendation made by the site administrator assigned this responsibility at the requested school. This shall apply to both incoming and outgoing requests.
7. Final action on interdistrict requests shall be taken by the Assistant Superintendent, Personnel Services, or designee, utilizing the guidelines set forth in policy
8. Written notification to parents of approved interdistrict agreements for incoming students shall include:
 - a. the term of the agreement;
 - b. specified conditions of the agreement, if any;
 - c. a statement that no additional transportation arrangements are to be made by the District;
 - d. a statement that written copies of all approvals including the executed interdistrict agreement will be sent to the district involved in the transfer.
9. Written notification of unapproved interdistrict agreements requests will be mailed to the parent/guardian.
10. Appeals of interdistrict request denials shall be as follows:

| | |
|----------|--|
| Level I | Assistant Superintendent, Personnel Services, or designee Formal review of written appeal |
| Level II | Superintendent or designee Formal review and parent conference |

Level III Board appeal as a student personnel agenda item

Level IV County Board of Education appeal as specified in law

11. The Assistant Superintendent, Personnel Services, or designee, shall maintain a yearly record of incoming and outgoing interdistrict agreements by district.