

# Inter-District Attendance Agreement

**SIERRA COUNTY OFFICE OF EDUCATION**

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

109 Beckwith Road/P.O. Box 955, Loyalton CA 96118

Tel: (530) 993-1660 Fax: (530) 993-0828

**\*\*\*ONE APPLICATION PER STUDENT\*\*\***

School Year of Application: \_\_\_\_\_

New: \_\_\_\_\_ Renewal: \_\_\_\_\_

All applications for inter-district transfer must be received by the district in writing, using the approved form, between March 1<sup>st</sup> and June 30<sup>th</sup> prior to the school year of application. **\*\*Must reapply each school year\*\***  
All grounds supporting the application must be set forth in a single application.  
Multiple or successive applications will not be considered by the district.

PROCEDURE for completing this application:

- a. Complete this form.
- b. Obtain approval of the authorized school administrator of the district of residence.
- c. Take request form to administrator of the school district of desired attendance.
- d. Parent/guardian will be notified by mail or email of the final decision on the request.

Student's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Grade: \_\_\_\_\_

Name of Parent/Legal Guardian: \_\_\_\_\_

Physical Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Email (optional): \_\_\_\_\_

School District of Residence: \_\_\_\_\_

School District of Desired Attendance: \_\_\_\_\_

Name of Desired School to Attend: \_\_\_\_\_

Explanation of reason(s) for request: \_\_\_\_\_

**\*\*\*If your reason is employment or child care related, please provide official documentation with contact name, address and phone number.\*\*\***

Does your child require any special education or instruction services, e.g., special education, ESL, Section 504, gifted and talented?

No  Yes If yes, please describe: \_\_\_\_\_

Is this student currently under an "Expulsion Order"?  No  Yes

Has this student been recommended for expulsion?  No  Yes

## CONDITIONS

In making this application, I understand that my child must meet acceptable standards of attendance and conduct as established by the school principal and district policies, and that my child is not currently under an expulsion order. I understand that by signing, I allow the Superintendent or designee to request my child's attendance and behavior logs from my child's current school.

I further understand that an inter-district attendance agreement will be granted only when appropriate space is available and may be revoked at any time by the receiving district as a result of discipline, truancy or excessive excused absences. I accept responsibility for providing transportation for my child. I have read and understand the regulations and policies governing inter-district attendance agreements (attached) and hereby submit my application. I declare under penalty of perjury that the information provided above is true and accurate. I understand that this form will be provided to the district of residence, the district of desired attendance, and the Sierra County Office of Education and information provided is subject to verification.

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Parent/Legal Guardian Signature

## ACTION ON INTER-DISTRICT REQUEST--FOR SCHOOL DISTRICT OFFICE USE ONLY

1. As the authorized administrator for the **district of residence**, I recommend the following action (check one):  
 approval                       denial                      Required documentation received with application?  Yes     No

\_\_\_\_\_

Authorized Signature Title Date

2. As the authorized administrator of the **district of desired attendance**, I recommend the following action (check one):  
 approval                       denial

\_\_\_\_\_

Authorized Signature Title Date

3. REASONS FOR DENIAL
- |  |   |
|--|---|
| <input type="checkbox"/> No inter-district attendance agreement in force between the school districts affected<br><input type="checkbox"/> Insufficient room in district, school, or program of desired attendance.<br><input type="checkbox"/> Employment or Child Care not within the bounds of the school district.<br><input type="checkbox"/> Student's attendance record | <input type="checkbox"/> Reason for request not within district policies<br><input type="checkbox"/> Inter-district permit revoked<br><input type="checkbox"/> Student resides within S-PJUSD boundaries. |
|--|---|

Comments: \_\_\_\_\_  
 If you choose to appeal this decision you have 30 days in which to do so. Failure to appeal within the required time is good cause for denial of an appeal.

*For information on inter-district attendance, please refer to California Education Code 46600-46611.*

### REGULATIONS AND POLICIES GOVERNING INTER-DISTRICT ATTENDANCE AGREEMENTS

In accordance with Education Code §46600 to 46607, inclusive, and §48204, Sierra-Plumas Joint Unified School District establishes inter-district attendance agreements which provide for an exchange of pupils.

The Superintendent or designee may deny initial requests for inter-district attendance permits due to limited district resources, overcrowding of school facilities at the relevant grade level, or other considerations that are not arbitrary.

The Superintendent or designee may approve an inter-district attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. 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 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)
2. To meet the child care 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 child care provider within district boundaries.
3. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel.
4. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance.
5. To allow the student to complete a school year when their parents/guardians have moved out of the district during that year.
6. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school.
7. To allow a high school senior to attend the same school he/she attended as a junior.
8. When the parent/guardian provides written evidence that the family will be moving into the district in the immediate future.
9. When the student will be living out of the district 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.
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.

Notice sent to parent or guardian by Sierra-Plumas Joint Unified School District on \_\_\_\_\_.