



Santa Rita Union School District
 57 Russell Rd., Salinas, CA 93906

INTER-DISTRICT TRANSFER REQUEST AND AGREEMENT

STUDENT INFORMATION:				TODAY'S DATE:	
Last Name	First Name	Date of Birth	Grade	New Request or Renewal?	In Special Education?
				<input type="checkbox"/> New request <input type="checkbox"/> Renewal of last year	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes: <input type="checkbox"/> RSP <input type="checkbox"/> SDC <input type="checkbox"/> Speech
				<input type="checkbox"/> New request <input type="checkbox"/> Renewal of last year	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes: <input type="checkbox"/> RSP <input type="checkbox"/> SDC <input type="checkbox"/> Speech
Ethnicity: <input type="checkbox"/> Asian <input type="checkbox"/> Indian, Alaska Native		<input type="checkbox"/> Black <input type="checkbox"/> Pacific Islander		<input type="checkbox"/> Filipino <input type="checkbox"/> White <input type="checkbox"/> Hispanic <input type="checkbox"/> Other:	

REASON(S) FOR REQUEST: (For reason #1, fill in boxes completely. Information is subject to verification.)

<input type="checkbox"/> #1. Employed within district boundaries with child care also in the district boundaries but live outside the district.	Employer: _____ Address/City: _____ Phone: _____ Child Care Provider: _____ Address/City: _____ Phone: _____ Signature of Child Care Provider: _____ Date: _____
<input type="checkbox"/> New request for interdistrict transfer agreements are required to submit a copy of last report card.	Please give details:

REQUESTED DISTRICT: (Indicate which district you are leaving and which you desire to attend.)

2007-2008

<u>DISTRICT OF RESIDENCE</u> <i>(which you desire to leave):</i> <input type="checkbox"/> Alisal <input type="checkbox"/> Chualar <input type="checkbox"/> Gonzales <input type="checkbox"/> Monterey Peninsula <input type="checkbox"/> North Monterey County <input type="checkbox"/> Other:	<input type="checkbox"/> Salinas Elementary <input type="checkbox"/> Salinas High School <input type="checkbox"/> Santa Rita <input type="checkbox"/> Soledad <input type="checkbox"/> Spreckels <input type="checkbox"/> Washington	<u>DISTRICT YOU DESIRE TO ATTEND:</u> <input type="checkbox"/> Alisal <input type="checkbox"/> Chualar <input type="checkbox"/> Gonzales <input type="checkbox"/> Monterey Peninsula <input type="checkbox"/> North Monterey County <input type="checkbox"/> Other:	<input type="checkbox"/> Salinas Elementary <input type="checkbox"/> Salinas High School <input type="checkbox"/> Santa Rita <input type="checkbox"/> Soledad <input type="checkbox"/> Spreckels <input type="checkbox"/> Washington	<u>SCHOOL YOU DESIRE TO ATTEND</u> <input type="checkbox"/> Santa Rita Elementary <input type="checkbox"/> La Joya Elementary <input type="checkbox"/> McKinnon Elementary <input type="checkbox"/> New Republic Elementary <input type="checkbox"/> Gavilan View Middle School <input type="checkbox"/> Other:
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PARENT INFORMATION AND CONSENT TO AGREEMENT CONDITIONS:

My signature below indicates that I have read and accept the following conditions regarding this transfer. Unless otherwise approved, parent must resubmit this Transfer Request each year. Child(ren) will not be enrolled until both districts approve and space is available. Parents/guardians are responsible for transportation of student. As space is available, parents may participate in the district transportation program by paying applicable fees. It is the parent's responsibility to safely get students to existing bus stops. With reasonable notice, the Attendance District reserves the right to cancel this agreement during the school year due to highly impacted in class or program enrollment, more than 10% student absences, or unsatisfactory student behavior such as more than one suspension, more than four Saturday Work Programs. Falsification of information invalidates this request. Procedures for appealing district decisions are specified on the reverse side.

Parent Name: _____ Parent Signature: _____
 Address: _____ City: _____ Zip: _____
 Home Phone: _____ Father Work Phone: _____ Mother Work Phone: _____

Parents: Turn This Form into Santa Rita School District

DISTRICT APPROVALS (FOR OFFICE USE ONLY):

Interdistrict Transfer Agreement: Attendance district may accept pupils who are residents of the other district as space allows. If so, Attendance District shall furnish pupils covered by this agreement the same advantages, equipment, supplies, and services as are furnished to other pupils in attendance in their schools, exclusive of home to school transportation. The Attendance District shall retain all average daily attendance of pupils listed. No tuition charges shall be made by either party except as provided in by law.

<u>DISTRICT OF RESIDENCE:</u> _____ School District Action: <input type="checkbox"/> Approved for <u>2007 - 2008</u> Year <input type="checkbox"/> Denied Reason for Denial: _____ _____ District Signature Date	<u>DISTRICT OF ATTENDANCE:</u> _____ School District Action: <input type="checkbox"/> Approved for <u>2007 - 2008</u> Year <input type="checkbox"/> Denied Reason for Denial: <input type="checkbox"/> Insufficient space in impacted program(s). <input type="checkbox"/> School recommendation due to <input type="checkbox"/> behavior <input type="checkbox"/> grades <input type="checkbox"/> attendance. <input type="checkbox"/> Other: _____ _____ District Signature Date
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57 Russell Road, Salinas, CA 93906
(831) 443-7200

INTER-DISTRICT TRANSFER REQUEST INFORMATION

Applications for interdistrict transfers shall be considered for the following reasons as space allows. Continuing interdistrict agreements will be approved as a first priority on a first-come, first-serve basis as space allows. The district will not approve new interdistrict agreements if, at the time of approval, it causes a class to exceed 27 or if it causes a class-size-reduction class to exceed 18 or if it increases special education case loads above 10 (SDC), 20 (RSP) or 50 (Speech).

Please indicate your reason both by number and by specific details.

REASONS TO CONSIDER A TRANSFER:

1. **WORK RELATED CHILD CARE.** The district shall give a higher priority as space allows for elementary grade students, when parents work within the district boundaries and their child care also is in the district. Up to 5% of students may assume residence in a receiving district based upon verified work and child care within the receiving district.
2. **RESIDENCY BASED UPON EMPLOYEMENT WITH DISTRICT.** The district shall give a higher priority as space allows for students to attend school in the district by classifying residency based upon the fact that the parents work at a business within the district boundaries. Renewal subject to annual verification of employment.
3. **TWO OR MORE YEARS OF RESIDENCE WITHIN THE DISTRICT BEFORE MOVING OUT.** The district shall give a higher priority as space allows for students to continue attending Santa Rita School District even after moving out of the district if they have completed two or more full years of residence in the district prior to moving out.
4. **MEDICAL.** Considered only when student is under regular care of a licensed physician for a severe health condition which affects the ability to attend the school of residence and the receiving school has better provisions for the student's health needs.
5. **IMMINENT CHANGE OF RESIDENCE.** Verified imminent future change of residence into the receiving school district within the next 90 days. Sufficient documentation must be provided with this request such as escrow instructions, building permit, verified rent deposite receipt and rental agreement. Failure to change residence within 90 days will void the agreement.
6. **GRADUATING STUDENT.** Students who change residence from their district and school of attendance for their high school senior year or, in the case of elementary districts, their last grade level of the old district, may be permitted to continue to attend and graduate (be promoted) from the original school.
7. **SPECIAL PROGRAMS OR COURSES.** Transfers for meeting unique needs of individual students may be requested for the following needs: special programs, bilingual education, gifted education, or similar special and unique programs. Transfers would only be considered if the needed program is not available in the district of residence. Parents must provide documentary evidence for the student need and the lack of program or course in the district of residence.
8. **RACIAL DESEGREGATION.** Considered for racial balance under a court ordered desegregation program.
9. **EXTREME HARDSHIP.** As space allows, the District may transfer any student for extreme hardship purposes, student adjustment, or disciplinary reasons.

APPEAL PROCEDURES:

There are two levels of appeal, but neither is guaranteed to change the denied transfer. Therefore, while you are requesting an appeal, enroll your student in the district of residence since the whole process could take up to two months. Failure to meet the following timelines will be cause to deny a request for an appeal without a hearing.

1. If your request is denied by a district administrator, you may appeal the decision to the local school board. Contact that District's Office within 10 days of the denial to request a Board hearing. You will need to appear at the Board hearing to present your case. You may request a hearing in private "closed" session.
2. If the local school board denies your request, you may appeal the decision to the Monterey County Board of Education if the denial was from a school district in Monterey County. Contact the Monterey County Superintendent of Schools within 30 days of the denial to request a Board hearing. You will need to appear at the County Board hearing to present your case.