

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Adoption of Policy: FDA (LOCAL) ADMISSIONS: INTERDISTRICT / NON-RESIDENT TRANSFERS

Administrator Responsible:

Name: Diane Jackson, Ed.D.

Position: Policy Administration & Governmental Relations

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

Recommend adoption of policy FDA (LOCAL) ADMISSIONS: INTERDISTRICT / NON-RESIDENT TRANSFERS.

Copy is attached.

ADMISSIONS:
INTERDISTRICT/NON-RESIDENT TRANSFERS

FDA
(LOCAL)

DEFINITION

For purposes of this policy, "parent" shall mean parent, guardian, or other person having lawful control of the student under a court order. A "child" or "student" is any person, other than a high school graduate, who is younger than 21 years of age and eligible for enrollment on September 1 of any school year.

TRANSFER REQUESTS

No child whose parent does not reside in the District or who does not qualify for admission into the schools of the District in accordance with Texas Education Code 25.001(b) or other applicable law, is entitled to transfer from another school district to a school in the District, except as provided below:

EXCEPTIONS

1. A student not otherwise eligible for admission to a District school may be enrolled in District schools if the parent has leased or purchased a residence in the District and will be moving into the District within 90 days from the date of enrollment. Students enrolled under this provision shall meet all other requirements for attending school in the District.
2. Students whose parents, guardians, or other persons having lawful control under court order move outside the District after the beginning of a school year are eligible to apply for an inter-district transfer.
3. If the parents of a student who has successfully completed the junior year move to another district prior to the beginning of the senior year, the student may attend school in the District for one additional year, provided the student has been continually enrolled for one year and the parents have resided in the District at least one year immediately prior to moving.

SPECIFIC TO ELIGIBLE
EMPLOYEES

Children of nonresident eligible District employees shall be allowed to attend prekindergarten through grade 12 in District schools if the principal certifies the student's conduct, academic achievement, and attendance are satisfactory. However, prekindergarten students who do not meet eligibility requirements for the state-funded prekindergarten program shall be required to pay tuition.

OPEN ENROLLMENT WITH
NO TUITION

Nonresident parents may enroll their children on an annual basis in District schools in kindergarten through grade 12 with no tuition

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charge according to the following:

1. Annually, the Superintendent may designate an open enrollment period that may be extended or reopened.
2. The District shall then assign a student to the school chosen by the parent based on available space and staff capacity.
3. If there is no available space and/or staff capacity at the campus preferred by the parent, at the time of application or anytime during the year the parent will be notified.

A transfer shall not be approved that would limit the educational opportunities of resident students. Intradistrict transfers shall be given preference at the time of the original request, prior to the open enrollment period, and prior to any extended or reopened enrollment period, over interdistrict transfers.

HARDSHIP TRANSFERS
OR TRANSFERS FOR
SPECIAL
COOPERATIVE
PROGRAMS

Students not qualifying for transfer under one of the EXCEPTIONS, above, may not attend District schools unless granted special permission by the Board. The Board shall consider granting special permission for transfer students residing in other school districts in either of the following instances:

1. Hardship situations that present an injustice to a student.
2. Special cooperative programs involving other school districts for which the District is sponsor or fiscal agent.

For students approved under items 1 or 2 above, the rate of tuition to be paid by the students or by the district in which the student resides shall be determined by the Board, if applicable. Approval for such transfer students shall be on an annual basis and may be revoked at any time, subject to the terms of the transfer agreement.

AUTHORITY TO ACCEPT
OR REJECT

The Superintendent has the authority to accept or reject any transfer request, provided that such action is without regard to the national origin of the student or the student's ancestral language.

REVOCATION

The Superintendent has the authority to revoke interdistrict transfer agreements as provided in the transfer agreement. See COMPLAINTS below.

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Students who transfer into the District shall follow all rules and regulations of the District including, but not limited to, District policies and regulations, the Student Code of Conduct, and attendance requirements. Students shall also maintain satisfactory academic progress. Failure to fulfill any of these responsibilities may result in the immediate revocation of the transfer agreement.

The effective date of the revocation shall be set in accordance with the written transfer agreement and may occur at anytime.

Written notification of any transfer revocation shall be sent to the school district where the student resides.

If a transfer is revoked, tuition fees, if any, shall not be refunded, subject to the terms of the transfer agreement.

TRANSPORTATION

Transportation shall not be provided for interdistrict transfer students.

TUITION

The Board shall determine annually and within statutory limits the amount of tuition, if any, to be charged.

PAYMENT

WAIVERS

The Board may waive tuition for a student based on financial hardship upon written application by the student or parent or guardian, upon the recommendation of the Superintendent. [See FP]

NONPAYMENT

The District may initiate withdrawal of students whose tuition payments are delinquent.

COMPLAINTS

Any complaint shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.