

NICASIO SCHOOL DISTRICT

Administrative Regulations

Series 5000: Students

AR 5117

INTERDISTRICT ATTENDANCE

Introduction

The Governing Board believes that children should attend elementary schools where they live and supports the concept of neighborhood schools. Students residing outside of the Nicasio School District boundaries may only attend Nicasio School by obtaining an approved Interdistrict Transfer (“IDT”). As a Basic Aid District, the Nicasio School District does not receive additional state funding sufficient to support the cost of students who attend Nicasio School as IDTs. Accordingly, the District will approve IDTs only under exceptional circumstances where such approval would be in the best interests of the student and the school as determined by the Governing Board.

Criteria for Consideration

In deciding whether to approve or deny a request for an interdistrict transfer into the District, the following factors (not in rank order) will be considered:

- Impact on school, class and program size in the year of transfer or succeeding years,
- Impact on school operations, including whether the District would be required to create a new program to serve the student,
- The financial impact on the school,
- The student’s behavior and attendance record,
- Whether the transfer would adversely affect an existing desegregation plan of the District or the district of residence, and
- Whether the District determines that it is in the best interests of the student and the school.

Terms of Attendance

All IDT approvals are valid for a one year period, subject to annual re-approval/renewal. The same criteria for approval that are applied to new IDT requests will be applied to renewal IDT requests. IDTs will be required to agree to and sign an Interdistrict Attendance Contract governing their attendance in the District. Permission to attend and to remain in the District is at the discretion of the District, subject to revocation and return to the district of residence at any time. Denials of IDT requests may be appealed to the Governing Board and, thereafter, to the Marin County Board of Education. It is the responsibility of the parents or legal guardians to provide transportation for all IDTs.

Process and Timing

The Governing Board will consider all incoming IDT requests on an annual basis as follows:

Renewal Requests

- Renewal requests for existing IDTs for the following school year shall be submitted to the Nicasio School District office by March 1st for approval or denial at the regular March board meeting.

New Requests

- The Governing Board will determine at the regular March board meeting whether it will be considering any new IDT requests for the following school year.
- All new IDT requests for the following school year shall be submitted to the Nicasio School District office by June 1st.
- Decisions on new IDT requests will be communicated to parents or legal guardians as early as possible, but in no event later than 7 days after the school year begins.

All incoming IDT requests must be submitted on an Interdistrict Transfer Request form that has been preapproved by the student's district of residence. All information must be completed accurately and in a factually correct manner. The form must be signed by the student's parent or legal guardian. Interdistrict Transfer Request forms should be picked up at the school district office of the student's residence.

The Governing Board will consider all outgoing IDT requests (students residing in the District who may seek to attend a school outside the District) when they are submitted. Such students must first request permission from Nicasio School District to attend another district and then obtain permission from the district to which the student wishes to transfer.