

Interdistrict Transfer of Resident Students

General Parent/Student Requests for Interdistrict Transfer (Requiring the consent of both districts)

The following procedure will govern consideration of a request by a student who resides within district boundaries and who is requesting district approval for a transfer to attend school in another district:

1. A parent will request the release of their student by completing the appropriate district form;
2. The completed form must be submitted to the district office;
3. The Superintendent or his/her designee will grant or deny the request for release according to established Board policy criteria and notify the parent in writing of his/her decision;
4. If the release is granted by mutual consent of the resident and nonresident districts, the resident district will make necessary arrangements for the transfer of the student's education records;
5. If the request is denied, parents will be notified in writing of the reason for denial and the right to appeal the decision to the Board by sending a written request to the superintendent or designee within 10 calendar days;
6. The Board will hear the appeal at its next regularly scheduled Board meeting;
7. A final decision will be made by the Board within 30 calendar days following the Board hearing. The Board's decision will be communicated to the parent in writing;

Safe Public School Choice Transfer Requests

In the event a district school is identified by Oregon Department of Education as persistently dangerous, or a student has been a victim of a violent criminal offense while in or on the grounds of a school the student attends, and there is not another school in the district for the student to transfer to, the district may develop an agreement with a neighboring district to accept transfer students. The development of such agreements is at the discretion of the district.

Record Keeping

A file of all inter-district transfer requests will be maintained at the district office.