

Employment-Related Transfer

Use a separate form for each child. Please type or print. See reverse for parent rights.

Part A: Parent/Guardian completes this section and returns all copies to school district of parent/guardian employment.

Student's Name: _____ Date of Birth: _____

School District of Residence: _____ County: _____

School Presently Attending or Last Attended: _____ Grade: _____

School District of Parent/Guardian Employment: _____ County: _____

School Requested: _____ (District retains the right to assign student to any school.)

Name of Parent/Guardian: _____ Home Phone: _____

Address : _____ Work Phone: _____

Employer Name: _____

Address: _____

Supervisor's Name: _____ Phone: _____

PLEASE ATTACH VERIFICATION OF EMPLOYMENT. The most common means of verification are a letter from your employer or a paycheck stub. Contact your district of employment for specific employment verification requirements.

I declare, under penalty of perjury under the laws of California, that the information provided above is true and accurate. I understand that this information may be verified and that inaccurate or false information may subject my request to denial or revocation. I further understand that my employment is subject to periodic verification. I understand that I am responsible for the transportation of my student. I further understand that, to maintain this permit, my student must comply with the terms and conditions of the districts' attendance agreement, if any, which includes but is not limited to those terms and conditions set forth below and the academic, behavior, and attendance policy requirements of the district of desired attendance. I understand that the interdistrict attendance permit must be renewed annually, if the above listed districts have an attendance agreement which provides for such. I further understand that neither district may rescind an existing permit for a student entering grades 11 or 12 in the subsequent school year.

(signature of parent/guardian)

(date)

Part B: School district of parent/guardian employment completes and forwards all copies to school district of residence.

Action of **District of Employment**: _____ Date received: _____

Approved Employment verified on: _____ By: _____
(Date) (Name)

Denied

Reason for denial:

- Negative impact on desegregation plan
- Educational cost would exceed state reimbursement
- Other: _____

(signature and title of authorized representative) Date: _____

Part C: School district of residence completes and distributes copies as indicated below.

Action of **District of Residence**: _____ Date received: _____

Approved

Denied

Reason for denial:

- Negative impact on desegregation plan
- Transfer exceeds limits allowed by law

(signature and title of authorized representative) Date: _____

PARENT RIGHTS AND DUTIES

Relating to Employment-Related Transfers

As a parent or legal guardian, you have the right to:

- Currently, California law allows for parents/legal guardians to request that their children attend a school district based on physical employment of one or more of the parent/legal guardian rather than basing it on where the parent lives.
- Typically, students should attend a school district where the student's family resides, which is called district of residence of the student.
- If one or more of the parents/legal guardians of the student are physically employed within the limits of another school district different from the district of residence, then the parents/legal guardians of the student can request from the other district (the district that will receive) that they allow that the student **to attend** based on the parent/legal guardian's employment.
- It is not required that the receiving district accept the request for transfer based on physical employment of the parent/legal guardian within the receiving district. But, denying the request of transfer based on related employment to physical employment cannot be based on race, ethnicity, sex, parental income, academic achievement, disability, or any other arbitrary consideration. In addition, whether the district is the one sending or the one receiving can prohibit the transfer if the student transfer would have a negative impact on a court order or voluntary suppression plan of desegregation for the district.
- The receiving district can prohibit the transfer if the additional cost of the student exceeds the amount of additional state aid received as a result of the transfer.
- The sending district can prohibit the transfer if the transfer grant of the student exceeds the amount of transfer students as specified by law.
- If the transfer is prohibited, encouragement is given to the district Board to communicate in writing with the parents/legal guardians of the student regarding the specific reasons for the determination and to keep track of the reasons at the Board meeting where the determination was made.
- Once the student has been admitted to the receiving district under this provision, it is not required that the parents/legal guardians re-apply for the transfer request each year and the student will be permitted to **attend** the district until 12th grade (or the highest grade offered by the receiving district) while one of the parents/legal guardians of the student continues to be physically employed within the receiving districts' limits.
- Parents do not have the right to appeal to the County School Board about any denial under this provision

You are encouraged to review the governing board policy for further information and any additional rights.