



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.1d

**Meeting Date:** August 18, 2011

**Subject:** Approve Interdistrict Transfer & Attendance Application and Agreement and a proposed Memorandum of Understanding

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Accountability Office

**Recommendation:**

Approve Interdistrict Transfer and Attendance Application and Agreement, and a proposed Memorandum of Understanding

**Background/Rationale:**

Legislative amendments have changed the legal requirements governing approval, denial, and revocation of interdistrict transfer and attendance agreements. In light of these changes Sacramento County Office of Education staff has worked with representatives of several school districts in the county to develop an Interdistrict Transfer and Attendance Application and Agreement as well as a proposed Memorandum of Understanding (MOU) among school districts. The uniform application and agreement and MOU will be used by all of districts in the county and will help ensure that the interdistrict transfer process is handled in a consistent manner throughout the county.

**Financial Considerations:** None

**Documents Attached:**

1. Interdistrict Transfer Application
2. Interdistrict Attendance Memorandum of Understanding Among School Districts within Sacramento County

**Estimated Time of Presentation:** N/A

**Submitted by:** Mary C. Shelton, Chief Accountability Officer

**Approved by:** N/A

# Sacramento

Office of Education

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Superintendent

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## **INTERDISTRICT ATTENDANCE MEMORANDUM OF UNDERSTANDING AMONG SCHOOL DISTRICTS WITHIN SACRAMENTO COUNTY**

This Interdistrict Attendance Memorandum of Understanding (MOU) is entered into by and between Arcohe Union School District, Center Joint Unified School District, Elk Grove Unified School District, Elverta Joint School District, Folsom Cordova Unified School District, Galt Joint Union Elementary School District, Galt Joint Union High School District, Natomas Unified School District, River Delta Unified School District, Robla School District, Sacramento City Unified School District, San Juan Unified School District, and Twin Rivers Unified School District; all of which are located within Sacramento County.

Pursuant to Education Code section 46600, the Governing Boards of each school district agree as follows:

1. Applicability of this MOU is limited to grade levels mutually maintained by the agreeing parties.
2. This MOU governs only the school districts listed above. It does not govern any agreements made between any of these school districts and a school district in another county.
3. Each of the school districts may accept, insofar as facilities permit, students who are residents of the other who have proper permits for attendance from the district of residence, who are eligible to attend the classes of the schools operated by the district of attendance, and who are acceptable to the district of attendance. Consideration and approval of an application for an interdistrict transfer attendance permit shall be at the discretion of the school districts of attendance and residence, in accordance with their respective policies and procedures.
4. Upon approval by both school districts, a student shall be issued an interdistrict attendance permit, which shall be valid for the term specified in the interdistrict transfer permit agreement (ITP Agreement) between the districts and parent/student. The parent/guardian of the student must reapply pursuant to the policies and procedures of the school district of attendance, and the standards

Agreement, and include, but are not limited to, failure to demonstrate acceptable academic performance, attendance and/or behavior.

7. The attendance of students from the school districts covered by this MOU shall be credited to the school district of attendance for apportionment purposes with the school district of attendance assuming all costs of education unless other agreements are jointly agreed upon.
8. No financial obligation shall be incurred by the district of residence for services rendered under this MOU.
9. Due to the individualized educational needs of students eligible to receive special education services, this MOU does not cover the attendance of students with special needs. This MOU does not preclude two districts from negotiating and implementing an interdistrict attendance agreement for a student with special needs, however, such agreement shall be specific to the student, not covered under this policy, and governed by all applicable state and federal laws.
10. This MOU shall begin July 1, 2011 and end June 30, 2016, and supersedes all previous Interdistrict Attendance Agreements or MOUs between these parties. Either party may terminate this MOU effective at the beginning of a school year by giving written notice to the other parties at least three (3) months prior to the beginning of the school year.

**Arcohe Union School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Center Joint Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Elk Grove Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Elverta Joint School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Folsom Cordova Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Galt Joint Union Elementary School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Galt Joint Union High School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Natomas Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**River Delta Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Robla School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Sacramento City Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**San Juan Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

**Twin Rivers Unified School District**

\_\_\_\_\_  
Superintendent or Designee      Date

*Approved by Governing Board:*

\_\_\_\_\_  
Date

SCHOOL DISTRICT  
APPLICATION FOR INTERDISTRICT TRANSFER  
FOR SCHOOL YEARS 20\_\_ - 20\_\_

Pupil's Name \_\_\_\_\_ Birthdate \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Address (Street, City, State, Zip) \_\_\_\_\_

Last School Attended \_\_\_\_\_ District \_\_\_\_\_

School of Residence \_\_\_\_\_ District \_\_\_\_\_

Requested School \_\_\_\_\_ District \_\_\_\_\_

\*API of School of Residence \_\_\_\_\_ ***\*to be completed for Romero Request only***

What is/are the reason(s) for the request? (Check all that apply. Applicant must attach written documentation to justify the reason for the transfer request.)

- |  |  |  |  |   |   |
|--|--|--|--|---|---|
| <input type="checkbox"/> Child Care            | <input type="checkbox"/> Parent Employment                             | <input type="checkbox"/> Sibling                         | <input type="checkbox"/> Health & Safety             | <input type="checkbox"/> Program Outside of District<br>Ordered Placement | <input type="checkbox"/> SARB/Probation/CPS |
| <input type="checkbox"/> Continuing Enrollment | <input type="checkbox"/> Complete Final Two Years at Current<br>School | <input type="checkbox"/> Proposed Change in<br>Residence | <input type="checkbox"/> Other (Specify in a letter) |   |   |

INTERDISTRICT TRANSFER AND ATTENDANCE AGREEMENT  
(ITP AGREEMENT)