

# Greater Albany SD 8J Board Policy

Code: **JECB-AR(1)**  
Revised/Reviewed: 3/12/01; 8/13/07; 1/23/12;  
1/11/16; 8/12/16; 8/12/16

## Interdistrict Transfers

Parents or guardians<sup>1</sup> desiring an exception to their students' enrollment in their resident district will file an electronic Interdistrict Transfer Application with the Greater Albany Public School District.

Nonresident students may be admitted with tuition, with the exception of students who become "resident pupils" by one of the following methods:

1. By written consent of affected school boards (interdistrict transfer);
2. By written consent of the district board with which the student has made application for admission (open enrollment);
3. A foreign exchange student attending on a Board approved Exchange Program;
4. A court order.

The amount of tuition will be established by July of each year. Each admitted tuition paying student will be charged the same amount of tuition.

When an interdistrict transfer application is approved, the parent or guardian will be responsible for transportation of the student to and from the requested district. Transportation will be provided if required by federal law.

### Consent for Admission of Nonresident Student by Interdistrict Transfer

Interdistrict applications will be approved through graduation.

A student, attending on an Interdistrict Transfer, whose legal residence changes to a different school district, may continue through the school year. Students who move over the summer are allowed to stay the following school year. Continuation beyond these exceptions requires a new application; priority consideration may be given to students who have siblings currently enrolled or were previously approved as an inter-district transfer student.

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<sup>1</sup>As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

Parents or guardians may request that a transfer be rescinded at any time. Such requests will be effective at the end of the semester in which they are received unless the principals involved and the district administration agree to implement the request sooner.

Athletic eligibility for inter-district transferred students will be governed by OSAA guidelines.

By March 1, the Board shall establish the number of students, if any, that will be given admission for the following school year under this process. Resident students will have the first opportunity to request an intradistrict transfer prior to the placement for a nonresident student to a specific school.

There will be two transfer windows where applications are accepted and reviewed for the next school year.

1. January - February: first window
2. July: second window

There will be one transfer window where applications are accepted for a semester transfer.

1. November 15 - December 31

Transfers will only be made at the beginning of the semester. Exceptions to this rule can be made only by the superintendent/designee.

If the number of applications exceeds the number of admission to be given, an equitable lottery process will be used to determine admission at the end of each application window. The lottery process may give priority to applicants who currently have siblings enrolled in the district. Priority cannot be given over an intradistrict transfer request.

By May 1, prior to the next school year, the district shall provide written notification of the student receiving admission, to the district where the student's legal residence is located.

Principals may meet with district staff to review and discuss pending student transfers prior to parent notification. The Assistant Superintendent or designee will be responsible for approving, denying or holding transfer requests.

Once a student has been given admission, the student is considered a resident for all educational programs and remains a resident of the district until the student:

1. Graduates from high school;
2. Is no longer required to be admitted to the school district under ORS 339.115;
3. Enrolls in a school in a different district; or
4. Fails to maintain minimum standards of attendance or behavior:
  - a. Attendance below 95 percent in a grading period.
  - b. Any behavior that results in suspension or expulsion.

## **Consent of Board for the District in which the School is Located (Open Enrollment)**

By March 1, the Board shall establish the number of students, if any, that will be given admission for the following school year under this process. Resident students will have the first opportunity to request an intradistrict transfer prior to the placement for a nonresident student to a specific school.

Nonresident students must make application no later than April 1, for admission in the following year. Applications must be submitted to the district office.

If the number of applications exceeds the number of admission to be given, an equitable lottery process will be used to determine admission. The lottery process may give priority to applicants who currently have siblings enrolled in the district. Priority cannot be given over an intradistrict transfer request. If the district determines that admission will not be given to any students under this process there is no district obligation to give admission to siblings.

Once a student has been given admission, the student is considered a resident for all educational programs and remains a resident of the district until the student:

1. Graduates from high school;
2. Is no longer required to be admitted to the school district under ORS 339.115; or
3. Enrolls in a school in a different district.

By May 1, prior to the next school year, the district shall provide written notification of the student receiving admission, to the district where the student's legal residence is located.