

Attendance Areas

All students must attend the school in the attendance area in which the parent/guardian resides, unless a transfer is granted.

Categories of Intradistrict Transfers

To facilitate communication, an intradistrict transfer shall be categorized as follows.

Program Transfer

A student may apply to attend another District school in order to attend a specific education program if the program is not offered at the school to which the student is assigned. Such a request shall be dependent upon the student being admitted to the specific program and shall require continuous enrollment to remain in effect. District-approved UIL guidelines apply if a student is withdrawn from the program.

Parent Choice Transfer

Parent Choice Transfers allow students not zoned to the school to attend on a yearly basis. Transfers are approved based upon the criteria for transfers set forth in policy and this regulation. A parent may request assignment of his or her child to a different school under the provisions of policy FDB(LEGAL). Parental choice transfer requests may be denied on the basis of the student's record (e.g., excessive absences, tardies, or poor conduct), for lack of timeliness in filing the request, for lack of space, or for the absence of needed program services or support facilities. Spaces available for parental choice transfers may be calculated based upon facility capacity, class size, projected enrollment, and growth. District-approved UIL guidelines govern.

Employee's Children Transfer

As a benefit to a full-time employee of the District, a transfer shall be available for the employee's child to the campus the employee chooses.

Children of employees are defined as those who are:

- the biological child to the employee,
- under legal guardianship of the employee by court order, or
- the step-child of the employee residing in the same residence as the employee.

Transfers of children may be non-renewed if the parent is no longer an employee of the district.

Students Who Are Victims of Bullying

If an investigation reveals that bullying occurred, the Superintendent or designee may approve a classroom or in-District transfer of the student who is a victim of bullying. Transfer of a student who is the victim of bullying will be based on the following:

- Severity of the bullying incident(s).
- Persistence of the bullying incident(s).
- Frequency and number of incidents involved.
- Number of students involved in the incident(s).
- Past behavior and disciplinary history.
- Likelihood of the bullying to continue.
- Student response to intervention(s), including, but not limited to counseling and discipline, as applicable.
- Mitigating factors related to the bullying incident(s).
- Continuity of instruction.
- Age and grade of placement of the student.
- Time remaining in the year.

Parent Request

If an investigation reveals that bullying occurred, the parent(s) of a student who is the victim of bullying may request a classroom or intradistrict transfer for his or her child. Requests must be made on the District form provided and should be submitted to the Superintendent or designee.

Students Who Engage in Bullying

If an investigation reveals that bullying occurred, the Superintendent may make a recommendation to the Board regarding the classroom or in-District transfer of the student who engaged in bullying. A recommendation to transfer a student who engaged in bullying will be based on the following:

(Revise this list based on District policy and practice)

- Severity of the bullying incident(s).
- Persistence of the bullying incident(s).
- Frequency and number of incidents involved.
- Number of students involved in the incident(s).
- Past behavior and disciplinary history.
- Likelihood of the bullying to continue.
- Student response to intervention(s), including, but not limited to counseling and discipline, as applicable.
- Mitigating factors related to the bullying incident(s).
- Continuity of instruction.
- Age and grade of placement of the student.
- Time remaining in the year.

The transfer of a student with a disability who receives special education services and who engaged in bullying may be made only by a duly constituted ARD committee under Education Code 37.004.

Harassment

Allegations of harassment will be addressed in accordance with Board policy FFH.

Procedures

Student transfer applications will be accepted during a designated time frame each year (specific dates determined and advertised annually).

Once a transfer is approved, the expectation is that the student will remain at the requested campus until the student has completed all grades offered at that campus. The student will not be allowed to apply for a transfer to a different campus for the remainder of their elementary, middle, or high school tenure.

Closed Campuses

A list of closed campuses will be available on the district's website. When a campus becomes closed to transfers, students currently enrolled at the campus on transfer status and who are in good standing regarding the criteria will be allowed to continue

on transfer status for the upcoming years if space permits.

Siblings

Siblings of students on transfer may receive preference in attending the same school on transfer status during the same school year in which a sibling is assigned, and where such sibling has previously attended. However, transfers are not guaranteed for the sibling and criteria must continue to be met and space available.

Space and Instructional Staff

Elementary

- Projected enrollment for the campus must be below 90% of the capacity of the campus.
- Pre-K students must meet eligibility requirements and enroll through the pre-K registration process.
- Kindergarten through fifth grade classrooms are open to transfers if they do not exceed district established class size ratios.

Secondary

- Projected enrollment for the campus must be below 90% of the capacity of the campus.
- The class size ratio in any course the student is scheduled for may not exceed district established ratios.

Minimum Standards

In consideration of a student transfer, the following guidelines must be met:

Student Discipline

- A student should have no more than three (3) PEIMS reportable discipline violations in any school semester resulting in in-school suspension or out-of-school suspension.
- A student should have no more than six (6) discipline referrals for the previous two school semesters.
- A student may not have been assigned to, attended, or otherwise withdrawn from a Discipline Alternative Educational Placement (DAEP) program or Juvenile Justice Alternative Education (JJAEP) Program, during the previous school year, when applying for a student transfer.

Student Attendance

A student should have an attendance rate of 90% or better in any

school semester for the previous year.

Transportation

Except as otherwise provided by state law, District policy, or Board action, transportation for a transfer student shall be the responsibility of the student and family.

UIL Eligibility

University Interscholastic League (UIL) participation or eligibility will not be a consideration during the process of approving or denying an intradistrict transfer. The approval of an intradistrict transfer does not guarantee UIL eligibility. University Interscholastic League (UIL) guidelines on eligibility as it relates to transfer students shall be followed for all extracurricular activities.

A student approved as an intradistrict transfer at his or her first opportunity may gain UIL varsity eligibility provided all UIL guidelines have been met.

If the student returns to his or her home campus, or if the transfer is revoked for academic, attendance, or behavioral purposes, he or she shall lose UIL eligibility for varsity athletics for at least one calendar year from the date of enrollment in the home campus.

Appeals

If a transfer request is denied, the parent/guardian or person standing in parental relation to the student may appeal the decision in accordance with FNG(Local) and GF(Local) as appropriate.

Transfers Revoked

In all cases, MVISD reserves the right to revoke a transfer if the receiving school becomes overcrowded and/or other circumstances merit reconsideration.

The campus administrator may revoke a transfer for the following reasons:

- Persistent and documented Student Code of Conduct infractions
- Violation of the Student Code of Conduct that results in assignment to the district or Juvenile Alternative Education Program

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(REGULATION)

- Documented patterns of absences, truancy, late arrivals
- Student arrest
- Failure to maintain enrollment in a programmatic transfer

Except in cases involving student safety concerns, transfer status will be reviewed every six weeks and may be revoked at the end of the current semester.

A student who has their transfer revoked will be ineligible to apply for transfer for one calendar year.

Disclaimer

The district understands that unique situations may arise. Extenuating circumstances may be considered on a case-by-case basis at the Superintendent's discretion, in accordance with district policy.