

ADMISSIONS:  
INTRADISTRICT TRANSFERS AND CLASSROOM  
ASSIGNMENTS

FDB (REGULATION)  
(EXHIBIT)

EXHIBIT A

## Reasons for Approval/Denial/Revocation of Intradistrict Transfers

Reasons for Approval
<p>The following are acceptable reasons for granting approval of an intradistrict transfer in accordance with Board Policy FDB (LOCAL):</p> <ul style="list-style-type: none"><li>• Change of Residence:<ul style="list-style-type: none"><li>• Remain at current school until end of current year</li></ul></li><li>• <u>Temporary Transfer Based on Future Residence</u><ul style="list-style-type: none"><li>• Pending acquisition of another home (move to be completed within specified time frame) and necessary documentation provided</li></ul></li><li>• District employee or an employee of a District contracted service for custodial, food, or transportation (school closest to employee's worksite as determined by the appropriate designated Executive Director)*</li><li>• District employee or an employee of a District contracted service for custodial, food, or transportation (with currently approved transfer) whose job location changes due to reassignment (elects a one-time option to leave child(ren) at current campus)* This does not apply to substitutes or temporary workers.</li><li>• Allow siblings to attend same school that another sibling currently attends Prior year approval for sibling transfer (elects one-time option for sibling to complete education at current campus except in the case of rezoning)</li><li>• Serious medical/mental/psychological health condition, documented by appropriate medical personnel, if the student's identified needs cannot be met at the home campus. Students must be referred for an appropriate evaluation as dictated by federal law (transfer decisions will be delayed until legal requirements are met).</li><li>• Victim of a documented physical assault (if the student committing the assault is at the victim's home campus)</li><li>• Documented, unresolved student conflicts exist that cannot be addressed at the home campus</li></ul> <p>* Upon completion of the student's education at the current campus level, the student will be expected to attend the school closest to the employee's assigned work location or the student's home campus.</p>
Reasons for Denial
<p>The following are reasons for denial of an intradistrict transfer in accordance with Board Policy FDB (LOCAL):</p> <ul style="list-style-type: none"><li>• Current enrollment projections or overcrowded condition at receiving campus or requires employment of additional staff</li><li>• Record of poor attendance, late arrivals, late pick ups, and/or disciplinary infractions at home campus</li><li>• For the purpose of participating in an extra-curricular activity at receiving campus</li><li>• Previous transfer already granted for the current school year</li><li>• Falsification of information</li><li>• Failure to meet deadlines</li><li>• Failure to meet District criteria for an intradistrict transfer</li></ul>
Reasons for Revocation
<p>The following are reasons for revocation of an intradistrict transfer in accordance with Board Policy FDB (LOCAL):</p> <ul style="list-style-type: none"><li>• Repeated failure to abide by the rules specified in the <i>Discipline Management Plan and Student Code of Conduct</i> or the student commits a disciplinary infraction that mandates removal to a DAEP or JJAEP</li><li>• Documented pattern of late arrivals, late pick ups, and/or poor attendance</li><li>• Falsification of information</li></ul>

If the transfer is revoked for any of the documented reasons listed, the student will be withdrawn from the transfer campus on the last day of the current school year. The student will be eligible to enroll at the campus in the attendance zone of his/her residence for the upcoming school year.