Policy JCB: TRANSFERS WITHIN THE DISTRICT

Status: ADOPTED

Original Adopted Date: 01/28/2019 **| Last Revised Date:** 11/23/2020 **| Last Reviewed Date:** 11/23/2020

The Board will establish attendance areas for the district's school buildings, and students who live within an attendance area will be required to enroll in the designated building unless one of the following exceptions applies.

Reassignment

The superintendent or designee may reassign a student to a different building for the health, safety or welfare of the student, to maintain discipline and safety in the schools, to better meet the educational needs of the student or to address overcrowding in school.

Students with Disabilities

Students with disabilities may be assigned to attend a school outside their attendance area by their Section 504 team or pursuant to their individualized education programs (IEPs). Administrators participating in these decisions will notify the admissions office as soon as the decision is made to place a student outside his or her attendance area.

Homeless Students and Students in Foster Care

As required by law, students placed in foster care or students who qualify as homeless may attend or continue to attend the school of origin when it is determined that it is in the student's best interest, even when the student is placed in a home or temporarily resides in a home in another attendance area or school district.

Children of Employees

District employees may request that their children be placed within the district, but approval will be subject to availability within the requested school. Employees who work at a school other than their child's home attendance area school may transfer their child(ren) to the school where the employee works.

Transfer Requests

Students who wish to transfer to a different district school, or their parents/guardians, must submit a transfer request to the district school prior to the beginning of the new semester. Granting of such transfer requests will be contingent on available space and eligibility as determined by the district.

Students who have begun attendance at a school cannot transfer to another school until the next semester begins unless their residence changes to a new attendance area or unless otherwise required by law. Elementary transfers will only be accepted at the end of the first or second quarter unless the student's residence changes to a new attendance area or unless otherwise required by law. Transportation will not be provided to students transferring to schools outside their designated attendance area unless required by law.

Transfers Due to Accreditation Status

In accordance with law, if the Missouri State Board of Education declares the St. Joseph School District unaccredited, a student who has been enrolled in and attended a district attendance center that has an annual performance report score consistent with a classification of unaccredited may transfer to another eligible school in the district with the capacity to receive the student. The student must have attended the attendance center for the full semester prior to requesting the transfer. The superintendent or designee will coordinate the transfers in accordance with law.

Students who choose to attend a district school with admission requirements or a competitive entrance process, such as a magnet school or an academically selective school, must meet the admission requirements in order to attend.

Transfers Allowed by Federal Law

Students enrolled in a school identified as persistently dangerous pursuant to federal and state law may transfer to another public school within the district that has not been so identified. A student who has been a victim of a violent criminal offense on school property as defined by state regulation may transfer to another public school in the district upon request.

* * * * * * *

Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
§ 162.1190, RSMo.	State Statute
§ 167.895, RSMo.	State Statute
5 C.S.R. 20-100.210	State Regulation

Federal	Description
20 U.S.C. § 1400-1417	Individuals with Disabilities Education Act
20 U.S.C. § 6311	Elementary and Secondary Education Act
20 U.S.C. § 7912	Elementary and Secondary Education Act
29 U.S.C. § 794	Section 504 of the Rehabilitation Act of 1973
34 C.F.R Part 104	Section 504 of the Rehabilitation Act of 1973
34 C.F.R Part 300	Individuals with Disabilities Education Act
42 U.S.C. §§ 11431-11435	McKinney - Vento Homeless Children's Assistance Act
42 U.S.C. §§ 12101-12213	Americans with Disabilities Act

Cross References	Description
FC	SCHOOL CLOSINGS, CONSOLIDATIONS AND REORGANIZATIONS
IGBA-1	SPECIAL EDUCATION
IGBA-1-AP(1)	SPECIAL EDUCATION - (Services for Incarcerated Youth)
IGBA-1-AP(2)	SPECIAL EDUCATION - (Evaluation Criteria for District and Independent Evaluations)
IGBCA	PROGRAMS FOR HOMELESS STUDENTS
IGBCA-AF(1)	PROGRAMS FOR HOMELESS STUDENTS - (Eligibility Notification, Enrollment, Placement, and Dispute Resolution)
IGBE-AP(1)	STUDENTS IN FOSTER CARE - (Dispute Resolution Process)
IGBE-1	STUDENTS IN FOSTER CARE
IHB	CLASS SIZE