

EMPLOYMENT-RELATED TRANSFER

Use a separate form for each child. Please type or print. See reverse for the statute governing such transfers.

PART A. PARENT/GUARDIAN completes this section and returns all copies to school district of parent/guardian employment.

Student's Name: _____ Birthdate: _____

School District of Residence: _____ County: _____

School Presently Attending or Last Attended: _____ Grade: _____

School District of Parent/Guardian Employment: _____ County: _____

School Requested: _____ (District retains the right to assign student to any school)

Name of Parent/Guardian: _____ Home Phone: _____

Address: _____ Work Phone: _____

Employer Name: _____

Address: _____

Supervisor's Name: _____ Phone: _____

PLEASE ATTACH VERIFICATION OF EMPLOYMENT. The most common means of verification are a letter from your employer or paycheck stub. Contact your district of employment for specific employment verification requirements.

I declare, under penalty of perjury under the laws of California, that the information provided above is true and accurate. I understand that this information will be verified and that inaccurate or false information may subject my request to denial or revocation. I further understand that my employment is subject to periodic verification.

(Signature of Parent/Guardian) Date: _____

PART B. SCHOOL DISTRICT OF PARENT/GUARDIAN EMPLOYMENT completes and forwards all copies to school district of residence.

ACTION OF DISTRICT OF EMPLOYMENT: _____ Date Received: _____

Approved Employment verified on: _____ by _____

Denied (Date) (Name)

Reason for denial: **Negative impact on desegregation plan**
 Educational cost would exceed state reimbursement
 Other: _____

(Signature and Title of Authorized Representative) Date: _____

PART C. SCHOOL DISTRICT OF RESIDENCE completes and distributes copies as indicated below.

ACTION OF DISTRICT OF RESIDENCE: _____ Date Received: _____

Approved

Denied

Reason for denial: **Negative impact on desegregation plan**
 Transfer exceeds limits allowed by law

(Signature and Title of Authorized Representative) Date: _____

CALIFORNIA EDUCATION CODE

SECTION 48204. Residency requirements for school attendance

(b) A school district may deem a pupil as having complied with the residency requirements for school attendance in the school district if one or both the parents or legal guardians of the pupil is employed within the boundaries of that school district.

(1) This subdivision does not require the school district within which the parents or guardians of a pupil are employed to admit the pupil to its schools. Districts may not, however, refuse to admit pupils under this subdivision on the basis, except as expressly provided in this subdivision, of race, ethnicity, sex, parental income, scholastic achievement, or any other arbitrary consideration.

(2) The school district in which the residency of either the pupil's parents or guardians is established, or the school district to which the pupil is to be transferred under this subdivision, may prohibit the transfer of the pupil under this subdivision if the governing board of the district determines that the transfer would negatively impact the district's court-ordered or voluntary desegregation plan.

(3) The school district to which the pupil is to be transferred under this subdivision may prohibit the transfer of the pupil if the district determines that the additional cost of educating the pupil would exceed the amount of additional state aid received as a result of the transfer.

(4) The governing board of a school district that prohibits a transfer pursuant to paragraph (1), (2), or (3) is encouraged to identify, and communicate in writing to the pupil's parent or guardian, the specific reasons for that determination and is encouraged to ensure that the determination, and the specific reasons therefor, are accurately recorded in the minutes of the board meeting in which the determination was made.

(5) The average daily attendance for pupils admitted pursuant to this subdivision shall be calculated pursuant to Section 46607.

(6) Unless approved by the sending district, this subdivision does not authorize a net transfer of pupils out of any given district, calculated as the difference between the number of pupils exiting the district and the number of pupils entering the district, in any fiscal year in excess of the following amounts:

(A) For any district with an average daily attendance for that fiscal year of less than 501, 5 percent of the average daily attendance of the district.

(B) For any district with an average daily attendance for that fiscal year of 501 or more, but less than 2,501, 3 percent of the average daily attendance of the district or 25 pupils, whichever is greater.

(C) For any district with an average daily attendance of 2,501 or more, 1 percent of the average daily attendance of the district or 75 pupils, whichever is greater.

(7) Once a pupil is deemed to have complied with the residency requirements for school attendance pursuant to this subdivision and is enrolled in a school in a school district whose boundaries include the location where one parent or both parents of a pupil is employed, or where the pupil's legal guardian is employed, the pupil does not have to reapply in the next school year to attend a school within that school district and the district governing board shall allow the pupil to attend school through the 12th grade in that district if the parent or guardian so chooses and if one or both of the pupil's parents or guardians continues to be employed by an employer situated within the attendance boundaries of the school district, subject to paragraphs (1) to (6), inclusive.