

Inter-district Attendance Transfer (IDT) Flowchart (Education Code [EDC] 46601-46610)

1. Person with legal custody or other educational rights holder requests a transfer from school district of residence.



2. For current school year request, district has 30 calendar days to respond to request in writing (regular mail, electronic format, or other means of written communication); district must provide notice of right to appeal to county board within 30 calendar days of receipt of denial of request. For future school year request, district has up to 14 days after the first day of instruction to notify of its decision.



3. The person having legal custody or other educational rights holder may appeal the school district's decision, within 30 calendar days of final decision (or to enter into an agreement allowing the attendance) to the county board of education. (*NOTE*: the statute indicates 30 days of the date of the final denial to issue permit not date received.



5. The county board of education shall determine, within 30 calendar days after the appeal is filed, whether the pupil should be permitted to attend in the school district in which the pupil desires to attend and the applicable period of attendance.



6. Provisional Attendance-EDC section 46603

- (a) For a period not to exceed two school months, the governing board of a school district **may** provisionally admit to school district a pupil who resides in another school district, pending a decision of the two governing boards of the school districts, or by the county board of education upon appeal, regarding the inter-district attendance.
- (b) Regardless of whether the decision on inter-district attendance is allowed, the provisional attendance may he counted by the school district of attendance for state apportionment purposes. Provisional attendance is **no guarantee** of approval to grant the request by the school district or county board of education.



4. The county supervisor of attendance, or other designee of the county superintendent of schools, shall investigate to determine whether local remedies in the matter have been exhausted and to provide any additional information deemed useful to the county board of education in reaching a decision.

The county board of education's designee shall accept an appeal only upon verification that appeals within the school districts have been exhausted. (*NOTE*: Timeframe noted above applies.) If new evidence or grounds for the request are introduced, the county board of education may remand (to send back) the matter for further consideration bythe school district or districts.



7. The County Board of Education will inform the parents and the school district or districts in writing of its final decision to GRANT, DENY, or REMAND the appeal.