

Policy 5116.2: Involuntary Student Transfers

Status: ADOPTED

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While the Governing Board desires to enroll students in the **district** school of their choice, ~~but it~~ recognizes that circumstances sometimes necessitate the involuntary transfer of ~~some students~~ **a student** to another school or program in the district.

The Superintendent Chief Learning Officer or designee shall develop procedures to facilitate the ~~transition~~ **involuntary transfer** of such students ~~into their new school of enrollment.~~

~~(cf. 5113.1 – Chronic Absence and Truancy)~~

~~(cf. 5116.1 –~~

~~Intradistrict Open Enrollment)~~

~~(cf. 5144.1 – Suspension and Expulsion/Due Process)~~

~~(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))~~

~~(cf. 6173.3 – Education for Juvenile Court School Students)~~

As applicable, ~~when determining the best placement for a student who is subject to involuntary transfer~~ **and as permitted by law**, the Superintendent Chief Learning Officer or designee shall review all educational options for which the student is eligible, the student's academic progress and needs, the enrollment capacity at ~~district~~ **the schools, or programs to which the student could be involuntarily transferred**, and the availability of support services and other resources.

~~Whenever a student is involuntarily transferred, the~~

~~The Superintendent Chief Learning Officer or designee shall provide timely written notification to the student and his/her parent/guardian and an opportunity for the student and parent/guardian to meet with the Superintendent or designee to discuss the transfer.~~

~~Students ensure that involuntary transfers are made in a non-discriminatory manner as specified in Board Policy 0410 - Nondiscrimination In District Programs And Activities.~~

Involuntary Transfer of a Student Convicted of Violent Felony or Misdemeanor

Related to Possession of Firearms

A student may be transferred to another district school if ~~he/she~~ **the student** is convicted of

a violent felony, as defined in Penal Code 667.5(c), or a misdemeanor listed in Penal Code 29805 and is enrolled at the same school as the victim of the crime for which ~~he/she~~ **the students** was convicted. (~~Education Code 48929~~)

~~Before transferring~~ **However, before recommending** such a student transfer, the Superintendent Chief Learning Officer, **the principal, or other designee shall notify the student and the student's parent(s)/guardian(s) of the right to request a meeting with the principal or designee and** shall attempt to resolve the conflict using restorative justice, counseling, or other such services. ~~He/she shall also notify the student and his/her parents/guardians of the right to request a meeting with the principal or designee.~~ (~~Education Code 48929~~)

(~~cf. 5138 - Conflict Resolution/Peer Mediation~~)

(~~cf. 5144 - Discipline~~)

(~~cf. 6164.2 - Guidance and Counseling Services~~)

Participation of the victim in any conflict resolution program shall be voluntary, and ~~he/she~~ **the victim** shall not be subjected to any disciplinary action for ~~his/her refusal~~ **refusing** to participate in. (**Education Code 48929**)

~~If the attempt to resolve the conflict resolution.~~

~~The~~ **using restorative justice, counseling, or other such services is not successful or the victim elects not to participate, the** principal or designee ~~shall~~ **may** submit to the Superintendent Chief Learning Officer or designee a recommendation ~~as to whether or not~~ **that** the student should be **involuntarily** transferred. If the Superintendent Chief Learning Officer or designee ~~determines that a transfer would be in the best interest of the students involved, he/she~~ **agrees with the recommendation, the Superintendent** Chief Learning Officer shall submit such recommendation to the Board for approval.

The Superintendent Chief Learning Officer's recommendation to the Board shall include the date by which the Superintendent Chief Learning Officer or designee will review the involuntary transfer to determine whether to recommend to the Board that the student be permitted to transfer back to the student's original school.

The Board shall, **in accordance with Board Bylaw 9321 - Closed Session, deliberate and vote on the recommendation, as well as any subsequent recommendation to permit the student to transfer back to the student's original school,** in closed session to maintain the confidentiality of student information, unless ~~the~~ a parent/guardian or adult student submits a written request that the matter be addressed in open session and doing so would not violate the privacy rights of any other student. The Board's ~~decision~~ **decisions in these instances** shall be final.

(~~cf. 9321 - Closed Session Purposes and Agendas~~)

~~The decision to transfer a student shall be subject to periodic review by the Superintendent or designee.~~

Involuntary Transfers to a Continuation Education Program or Class within the District

The Superintendent Chief Learning Officer or designee shall annually notify parents/guardians of the district's policy authorizing the transfer of a student pursuant to Education Code 48929. (Education Code 48980)

(cf. 5145.6 - Parental Notifications)

~~Other Involuntary Transfers~~

~~Students may be involuntarily transferred under either of the following circumstances:~~

~~1. If transfer a high school student to a continuation education program or class in the district if the student commits an act enumerated in Education Code 48900 or is habitually truant or irregular in school attendance, he/she may be transferred to a continuation school. and either of the following conditions are met: (Education Code 48432.5)~~

~~(cf. 6184 - Continuation Education)~~

~~2. If a student is expelled from school for any reason, is probation-referred pursuant to Welfare and Institutions Code 300 or 602, or is referred by a school attendance review board or another formal district process, he/she may be transferred to a community day school. (Education Code 48662)~~

~~(cf. 6173 - Education for Homeless Children)~~

~~(cf. 6173.1 - Education for Foster Youth)~~

~~(cf. 6185 - Community Day School)~~

- 1. Other means to improve the student's behavior have failed**
- 2. It is the first time the student committed an act enumerated in Section 48900 and the principal of the student's school determines that the student's presence causes a danger to person(s) or property or threatens to disrupt the instructional process.**

Prior any final decision to involuntarily transfer a student, the Superintendent Chief Learning Officer or designee shall notify the student and the student's parent(s)/guardian(s) of the right to request a hearing with the Superintendent Chief Learning Officer or designee. If such a hearing is requested, the Superintendent Chief Learning Officer or designee shall provide the specific facts and reasons for the proposed transfer, including all documents relied upon. At the hearing, the Superintendent Chief Learning Officer or designee shall also allow the student or the student's parent(s)/guardian(s) to question any evidence or witnesses presented and present evidence, including witnesses, on the student's behalf. The student shall be allowed to bring one or more representatives to present at the hearing. (Education Code 48432.5)

If the Superintendent Chief Learning Officer or designee decides to involuntarily transfer the student, the Superintendent Chief Learning Officer or designee shall provide the decision to the student and the student's parent(s)/guardian(s) in writing. The decision shall include the facts and reasons for the decision and whether the decision is subject to periodic review and the periodic

review procedure. (Education Code 48432.5)

The decision shall also include the date by which the student may transfer back to the student's original school, which shall be no longer than the end of the semester following the semester during which the acts leading directly to the involuntary transfer occurred. (Education Code 48432.5)

The final decision to involuntarily transfer the student may not involve a member of the staff of the school in which the student is enrolled at the time that the decision is made. (Education Code 48432.5)

Involuntary Transfers to a Community Day School within the District

If a student is expelled from school for any reason in accordance with Board Policy 5144.1 - Suspension And Expulsion/Due Process, is probation-referred pursuant to Welfare and Institutions Code 300 or 602, or is referred by a school attendance review board or another formal district process, the student may be transferred to a district community day school as specified in Board Policy 6185 - Community Day School. (Education Code 48662)

Notice, Information, and Reports

The Superintendent Chief Learning Officer or designee shall include notice of this policy in the annual notification to parents/guardians in accordance with Education Code 48980. (Education Code 48929)

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices and reports sent to the parent(s)/guardian(s) of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications or reports for any reason, the employee shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

When a foster youth or American Indian Student, as defined in Welfare and Institutions Code 224.1, is being considered for an involuntary transfer, all notices, documents, and information that would be provided to parents/guardians shall be provided to the foster youth's educational rights holder, attorney, and county social worker and the American Indian Student's tribal social worker and, if applicable, county social worker. (Education Code 48853.5)
