

NICASIO SCHOOL DISTRICT

INTERDISTRICT TRANSFER APPLICATIONS

Board Policy and Administrative Regulations

Nicasio School District's interdistrict transfer (IDT) Board Policy and Administrative Regulations are available online at <http://www.nicasioschool.org/index.php/school-board/policies>.

Current Year Requests

Applicants for current year requests will be notified of the Nicasio School District's final decision within 30 calendar days after receipt of their request.

Future Year Requests

IDT requests for **the next school year** may be submitted **beginning the first Monday in February and ending 15 calendar days before the first day of school for students**. Applicants for Future Year Requests will be notified of the Nicasio School District's final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction. [E.C. 46600.2(a)(5)(B)]

Supporting Application Documentation

All applications must be accompanied by the student's academic, attendance, and discipline records for the two most recent years and records documenting student's current enrollment in special programs (resource specialist, speech and language, counseling, and occupational therapy).

Approval/Denial/Revocation

Please see AR 5117 for the bases an IDT application may be approved, denied or revoked. You may access BP and AR 5117 at <http://www.nicasioschool.org/index.php/school-board/policies>

Appeal of Superintendent's/Designee's Notice of Denial

Applicants whose IDT request is denied by the Superintendent or designee may appeal in writing to the Governing Board. Appeals to the Governing Board must be received in the Nicasio School Office within five (5) calendar days after the Superintendent's or designee's Notice of Denial.

Appeal of Governing Board's Final Decision

Except as provided by applicable law, the Governing Board's final denial of an IDT request may be appealed within 30 calendar days to the Marin County Board of Education.

Notices

Notice will be provided by regular mail or by email, if parent/guardian provides an email address.

Timelines

As provided by applicable law, parent/guardian failure to meet IDT timelines shall be deemed an abandonment of the request.