

# GENERAL SHAFTER SCHOOL DISTRICT

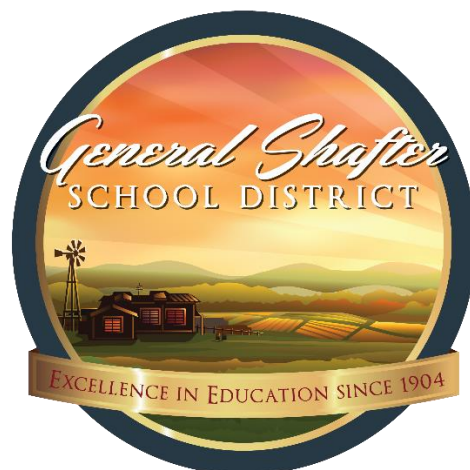
## Parent/Student Handbook 2023-24

Welcome to the General Shafter School District for the 2023-24 School Year. Your handbook was prepared to provide parents and students with the information needed to begin the new school year successfully.

Please take the time to read through the handbook carefully. Information in this handbook should be kept for reference.

We are looking forward to serving parents and students with quality customer service and education.

Chris Salyards  
Superintendent



## **Maintaining Safe Schools**

In order to maintain safe and orderly schools the state of California authorized school districts to suspend or expel students for the Commission of serious offenses. Suspension is defined as exclusion from school and all school activities for a period of 1 to 5 days. Expulsion is defined as removing the students from all schools in the General Shafter School District for an extended period of time. In some instances, the period of expulsion may cover one-year. Students considered for expulsion are brought before the district's administrative hearing panel where the facts of the cases are presented, the district's board of trustees reviews the panel's findings and determines whether or not to issue an expulsion order.

In accordance with education code 48900 school districts are granted the authority to suspend or expel students who have committed any of the following acts:

- fighting or assault
- vandalism
- tobacco possession or use of
- drugs possession or use of
- alcohol possession or use of
- theft
- weapons possession or assault
- habitual profanity or vulgarity
- disrespect to school personnel
- defiance of school authority
- disruption of school activities
- sexual harassment
- hate violence.
- harassment threats or intimidation

The General Shafter School District maintains that any knife regardless of length or any weapon is strictly prohibited at school or at any school sponsored activity students found to be in possession of a knife or weapon will be subject to expulsion state and federal law requires the Superintendent or the designee to immediately suspend and recommend for expulsion any student who brings a firearm to school.

We ask that all parents take the time to review this important policy with their students so that we can work together to maintain a safe and orderly school campus.

## **VISITING DURING SCHOOL HOURS**

For the safety of our students General Shafter school is a closed campus if you wish to visit campus for any reason classroom visit volunteering lunch etcetera you must plan to do so at least one day prior to your arrival and follow district observation visitation policies. ALL parents' visitors and volunteers visiting campus during the school day must present an ID to be scanned through the Raptor system sign in and receive the printed badge to wear your entire visit all visitors must check out and return in the badge before leaving campus anyone entering a class without permission or found to be without their badge will be asked to leave the campus.

## **ATTENDANCE**

If your child is going to be absent from school, you must call in the morning to report the cause of absence. If you are unable to call the office a note when the child returns to school is required in the office absences must be cleared within 72 hours. Our telephone number is 661-832-1931.

*A doctor or dentist note is required to excuse the following. However, it is recommended that you obtain a note anytime your student visits the doctor or dentist during the school day.*

- Arriving late or leaving early for a doctor or dentist appointment
- Three or more consecutive absences for illnesses
- Ten or more days of absence for illness in any school year

For permanent accounting purposes excused absences are as follows

- Personal illness
- Quarantine under the direction of a city or county health official
- An appointment for medical dental chiropractic or eye care
- Attending the funeral of a member of the immediate family
- Exclusion from school due to lack of proper immunizations (specified amount of time) participation in religious instruction or exercises in accordance with district policy.

Absences that may be recorded as personal or as follows a parent or guardian must submit a written request to the office prior to the anticipated date of absence.

- Appearance in court
- Observation of a holiday or ceremony of his or her religion
- Attendance at religious retreats

All other absences are considered “unexcused.”

## **PICKING UP STUDENTS FROM SCHOOL**

During school hours 8:00am to 2:20pm only authorized persons may pick up students by presenting proper ID and signing students out through the school office.

**There is no supervision prior to or after listed school hours.** Authorized persons are required to pick up students properly at their designated dismissal.

We will not call students out of class for the last 30 minutes of the day. Students being picked up for an appointment must provide documentation of the appointment to be considered clear.

## STUDENT ACHIEVEMENT AWARDS

The General Shafter School District recognizes student achievement and strives to promote participation in all school activities for each school awards.

5th - 8th grade students who are active and successful in pursuing excellence by awarding block letters and stars.

- BLOCK LETTER 400 points
- STAR 800 points
- EACH ADDITIONAL STAR 400 points

7th grade students transferring from another school district will automatically receive 100 points to be placed in the 7th grade cumulative total box. 8th grade students transferring from another school district will automatically receive 200 points to be placed in the 8th grade cumulative total box.

All points are cumulative beginning in the 5th grade.

The General Shafter School District recognizes student achievement and strives to promote participation in all school activities for each school awards.

TK - 4th grade students who are active and successful in pursuing excellence by awarding BOBCAT Bucks for Bobcat Day.

- Perfect Attendance 20 Bobcat Bucks, quarterly and yearly awards.
- No Referrals 10 Bobcat Buck
- Character achievement 10 Bobcat Bucks

7th grade students transferring from another school district will automatically receive 100 points to be placed in the 7th grade cumulative total box. 8th grade students transferring from another school district will automatically receive 200 points to be placed in the 8th grade cumulative total box.

### Scholarship

- Honor roll per quarter 30 points
- All four quarters (extra) 30 points
- Principles list 40 points
- All four quarters (extra) 40 points
- \*Note students may qualify for one or the other not both.
- Citizenship grade of A or A- 15 points
- Perfect attendance 50 points. All four quarters (extra) 100 points

### Student government

- Student body president 100 points
- Student body officer 75 point
- Candidate for a student body officer 25 points
- Classroom representative 25 points

### Student services

Office, peer tutor, peace control, expanded learning mentor or other services to be determined by the school.  
(Per quarter maximum) 25 points

## Athletics

- After school sports team participant 25 points
- First place after school sports team member or in track meet 40 points.
- Participant in school track meet only 10 points.

## Music

- Chorus (per quarter maximum) 25 points
- Band 25 point

## Academic Competition (oral language, science fair etc.)

- First place 50 points
- Second place 35 points
- Third place 20 points
- Contestant participant 15 points.

## **BOBCAT DAY**

Every Friday is “Bobcat Day” at General Shafter School. Bobcat Day is an activity designated to build school spirit and pride. Our school colors are ROYAL BLUE, YELLOW, WHITE and SILVER. We ask each student to participate in Bobcat Day by wearing school colors. Your cooperation and helping your child dress for Bobcat Day will aid greatly in the success of building school spirit.

## **PARENT INVOLVEMENT**

Parents are welcome at General Shafter School. The staff at General Shafter School works to provide a supportive learning environment and challenging curriculum for all students. We believe that a successful educational experience results from parents, students, and staff working together for the benefit of each child. Included in this section are several ways for parents to be involved at school. \*Also see visiting during school hours

All visitors must sign in through the office and wear a visitor’s RAPTOR badge for the entire duration while on campus. all visitors on campus are expected to model appropriate dress, language, and behavior for our students.

### **Parent volunteers (dependent on current safety mandates)**

Parents are encouraged to be frequent visitors in the classroom and teachers actively seek parent participation and assistance. General Shafter invites parents to attend assemblies, parent night activities, watch programs and participate in field trips.

Teachers use parents in a variety of ways such as reading stories to the class or in small groups working on projects with students going on field trips and sharing information about their profession.

Special programs, notes, parent square, telephone calls, parent/teacher conferences, bulletins and monthly newsletters form the basis of communication between the school and parents. Parents are encouraged to present suggestions at meetings on an individual basis or by written communication.

## Parent Committees and Councils

Parents are strongly encouraged to become active part of General Shafter parent club, District English Learner Advisory Council (DELAC) school site council (SSC) and monthly chat and lattes the parent club is an active volunteer group of parents who support our educational program and help with activities to enrich our school program the parent club meetings alternate between day and evening meetings notices will be sent home and posted on parents square stating times and dates the SSC and DELAC are elected group of parents and staff that work together to give guidance and budgeting operation and evaluation of any specified let funded or categorical program monthly chat a lot days provides the parent to hear and learn about current programs at school ask questions and receive training.

## CARE OF SCHOOL PROPERTY – BOOKS AND CHROMEBOOKS

Books and Chromebooks are tremendously expensive. They should receive reasonable care to last as long as possible. Students are responsible for books issued to them and should not abuse them or mark them; books taken home regularly should be kept covered at all times with a paper or plastic cover of some sort. Students who lose, abuse or destroy books will be asked to pay for them. The same is true of any school property issued to them including Chromebooks.

## LOST AND FOUND

Children are asked to turn over to a teacher or to the office anything of value that is found on campus it is highly recommended that you put your child's name on any clothing that might be taken off at school such as sweaters and jackets lunch boxes water bottles and sack lunches should also be labeled with your child's name a loss in file cabinet contained unclaimed jackets sweatshirts lunch pails etcetera is located outside of the multipurpose room the lost and found will be cleared out before winter break spring break and the last week of school items that appear to be jewelry and eyeglasses will be kept in the office until the end of the year all other unclaimed items will be noted donated to the appropriate agencies.

## ATHLETIC PROGRAM

6-8th grade students at General Shafter School have an in-school and after school sports program. We have after-school competitions in football, basketball, volleyball, soccer, and cross country. Students are required to maintain a 2.0 GPA and maintain a 85% attendance rate.

## PERSONAL CONDUCT OF STUDENTS

1. Language shall be clean and free of profanity and vulgarity.
2. Students shall be held responsible for their conduct to and from school.
3. Students are expected to be appropriately attired at all times.
4. Students shall respect all physical properties at the school and care for the building's furniture. Chromebooks, books, restrooms and other equipment.
5. Students shall enter the classroom in an orderly manner.
6. They shall bring any necessary materials.
7. rules of courtesy to teachers and fellow classmates shall be followed at all times.
8. student shall meet each teacher standards concerning class procedure example sharpening pencils getting

medium materials staying and seats etc

9. Each student shall be responsible for keeping the classroom neat and seeing that things are picked up from the floor.
10. Any personal grooming shall be done outside of the classroom.
11. The classes will be dismissed by the teacher not the passing bell.
12. Students shall leave the room in an orderly manner students.
13. Shall not chew gum or eat in the classroom no gum is allowed at any time since gum cannot be chewed at school it should not be brought to school.

## **PRINCIPAL LIST AND HONOR ROLL**

- Outstanding students are recognized on an honor roll at the end of each grading.
- Those achieving an A average will be placed on the principles list.
- A B average in academic subjects taught daily (English math reading spelling social studies and science) qualify students for honor roll conduct is also considered.
- Students must be working on grade level and may not be receiving a modified program in order to qualify for honor roll (exception stated in board grading policy)
- Any grade below a C in any subject disqualifies the student.
- The honor roll list will be posted at the end of each quarter on parents' square.
- The principal and honorable list will also be recognized at a quarterly award assembly

## **STUDENT GOVERNMENT**

- The General Shafter School student council is made-up of 4th -8th grade students who represent the students in all grades.
- participants will learn the basics of the democratic procedures of discussing and solving their everyday problems of group living.
- elected officers will be president vice president secretary treasurer.
- election dates and further information concerning student government will be announced in early September.

## **MUSIC**

### **Classroom Music**

primary children receive instruction from their classroom teacher intermediate children receive instruction from music specialist activities include singing dancing rhythm instrument experiences the development of listening skills and music appreciation 5th through 8th grade have the opportunity to sing in a grade level chorus these groups are primarily concerned with performances.

### **Instrument music**

classroom music classroom instruction on the standard instrument of the band and orchestra is offered to all qualified 6th through 8th grade students on a pull-out basis the school band and orchestra rehearsed each week.

## **MEDICATION**

The law requires schools to have a record of all students who take medication on a continuing basis for a non-episodic condition if your child is taking medication on a regular basis you're asked to notify the office and fill out a health collection form children who need to be medicated at school must have their proper physicians medical release on file in the office the medication needs to be in the original container and will be kept in the office at all times please arrange to pick up any such medications prior to the last day of school all unclaimed medication at the end of the school year will be properly disposed of **SO NOT SEND ANY MEDICATION TO SCHOOL UNTIL THE PROPER PAPERWORK HAS BEEN FILLED OUT IN THE OFFICE.**

## **TELEPHONES**

Students will be granted use of the phone only for emergencies and extraordinary situations. The general chapter adheres to the district guidelines and policies for all cell phone use. Please review with your students.

### **CELLULAR TELEPHONES**

Yes, students are allowed to have a cell phone on campus, but it must be “Off & Away!” It must be turned completely OFF (Powered Down all the way, not just on Silent...) & AWAY (inside a purse or backpack) at ALL times. (Any time you are inside the gates of General Shafter School) If you have an emergency or need to talk to a parent you MUST use the SCHOOL PHONE! Use of cell phones for texting and/or cheating will result in disciplinary consequences and confiscation of the phone if we hear or see it outside of student’s purses or backpacks, including the outline of a cell phone that is being kept in. Phones that are confiscated will be in the office and a parent or guardian will be notified to arrange pickup.

### **CAFETERIA**

1. Enter the cafeteria in an orderly manner.
2. Use good manners.
3. Talk in low voices.
4. Clean up your own area after eating.
5. Walk, don’t run, when excused.
6. You must have permission to leave the table and the cafeteria.
7. Students must have permission to be in the cafeteria at any time.

Food services will provide birthday celebrations on Fridays. Please fill out the cupcake order request form and make payment one week prior to desired celebration.

### **STUDENT BREAKFAST/LUNCH PROGRAM**

General Shafter Elementary participates in the National School Lunch Program and the School Breakfast Program and will be implementing a new option through the Community Provision Program for the 2023-2024 school year. All enrolled students of General Shafter Elementary are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2023-2024 school year. Your child(ren) will be able to participate in these meal programs without having to pay a fee.



## **BUS RULES**

### **RIDING THE BUS IS A PRIVILEGE – NOT A RIGHT.**

The district is **not** required to provide bus transportation; it is a privilege to ride. We will not allow the safety of students to be jeopardized by those few who cannot behave.

1. Before boarding the bus stay in line, do not push; wait for bus to come to a complete stop.
2. Boarding the bus: carefully and quickly find a seat; keep head and arms inside, talk quietly with your neighbor.
3. No food, drink, or pets allowed.
4. Remain seated with seat belt latched. This is not only a rule, but also the law.
5. Keep your hands to yourself.
6. No throwing of any objects inside or outside the bus.
7. Raise your hand if you have a question or problem.
8. If you are getting off at a different stop, you will need a note from your parents and also a note from a responsible person where you get off.
9. Breaking of rules:
  - a. A student will receive a warning with a written referral.
  - b. A second referral will result in a one-week suspension from the bus.
  - c. A third referral will result in a two-week suspension from the bus.
  - d. A fourth referral will result in a loss of bus riding privilege for the remainder of the school year.
10. Bus Referrals are the equivalent of office referrals.

## **STUDENT APPEARANCE- Clothing**

The Education Code stipulates that a student's dress should not interfere with the educational process, or that it should not provide a safety hazard. In accordance with this legal section, we ask that students and parents adhere to the following:

1. Shoes must be always worn. Closed or laced shoes are recommended. Flip-flops are **not** acceptable. Platform and backless shoes are not recommended. Students should be able to move freely and quickly on the playground.
2. Sport shoes are required for physical education for all grade levels.
3. Short shorts may not be worn. Medium-length shorts are suitable for both boys and girls.
4. Girls should not wear tube or halter tops, backless dresses, spaghetti straps, miniskirts, or see-through tops. Midriffs must be covered. Underwear should not be visible at any time.
5. Boys' underwear should not be visible at any time. Loose fitting pants must be worn at an appropriate height on the hip line.
6. Words or pictures that are not appropriate for school environment may not appear on clothing (such as obscenities, symbols representing alcohol, drugs, or tobacco, etc)

## **FIELD TRIPS**

Field Trips take place throughout the year as rewards and education to extend the learning experience for our students. ***In order to qualify for a field trip there shall be no more than 2 referrals in the current or previous quarter, students must not be absent more than 10% in the previous or current quarter.*** Permission slips are reviewed and must be signed and returned to

the teacher. The district cannot accept liability for a student's attendance on a field trip without a permission slip signed by a parent or guardian.

### **Independent Study Program**

- The Independent Study Program (ISP) is an alternative to a regular classroom program of instruction. The district is not required to provide an ISP option but may do so when it appears to be in a student's best interest (e.g., student is traveling, has a long-term illness, or an emergency situation). Prior to enrollment, parents have the right to request a student-parent-educator conference or other school meeting during which the student, parent, and, if requested by the student or parent, an education advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study, before making the decision about enrollment or disenrollment in the various options for learning. This conference may be held via telephone, videoconference, or in-person.

Each student participating in ISP must have a signed, written learning agreement on file with GSESD prior to beginning ISP. The learning agreement must be signed by the student, the student's parent, the independent study teacher, and any others with direct responsibility for providing assistance to the student. Failure to abide by the conditions in the learning agreement may result in the student being returned to in-person instruction. A student with a disability receiving special education services may participate in the ISP only through a recommendation by the student's Individualized Education Program (IEP) Team. A student qualifying for accommodation under Section 504 of the Rehabilitation Act of 1973 may participate in accordance with the student's 504 plan.

To enroll a student in an ISP program, parents/guardians may contact their student's school office to schedule a student-educator-parent conference. The purpose of the conference is to determine if ISP will best meet the needs of the student. Actual date of ISP enrollment shall be determined based upon the signed contract/learning agreement.

Questions regarding ISP may be directed to the Instructional Services department 661-837-1931 ext. 106.

Education Code 44865, 46300 - 46330, 51745 - 51749.5, 56026;

### **Independent Study Program Options**

- **Short Term ISP**  
Short-term ISP is for Travel/Family Emergency and Short-Term Illness (5 school days or longer, but shorter than 14 school days) are available for elementary and junior high/middle school. Staff at the school site assist with short-term ISP. Once a request is made by a parent, a teacher will meet with the parent and student and go over the assignments. Upon completion of the short-term ISP, the student must return all the completed work to the teacher for evaluation before attendance and instructional credit can be given. For details, contact the school's office.

- **Home/Hospital Instruction**

Home/Hospital Instruction (HHI) provides the opportunity for a student to continue his/her current educational program while under a temporary disability that makes attendance in regular day class or an alternative education program impossible or inadvisable. A temporary disability does not include a disability for which a student has been identified as an individual with exceptional needs (i.e. a student is receiving special education pursuant to Education Code 48206.3). *HHI is a service, not a school.* All students need to be enrolled in the General Shafter School District (G.S.S.D.) to receive HHI.

For assistance with Home/Hospital Instruction, please contact Instructional Services at (661) 837-1931 ext. 106.

**Note: For awards/rewards purpose:**

Students may be on ISP for a maximum of two occurrences per school year.

## **GRADUATION**

The Board of Trustees believes that graduation from a public school implies that the student has satisfactorily completed the requirements for graduation. Graduation exercises shall be marked with dignity and simplicity and shall be a pleasant and memorable type event. Graduation exercises shall be planned by the Superintendent, Principal and the teachers involved. The Board and administration shall determine the use of graduation gowns. Diplomas of graduation shall be presented to each student completing the eighth grade.

While it is not possible to describe in complete detail the recommended dress for graduation if gowns are not used, the Board and the administration provide the following guidelines:

Girls should not wear tube or halter tops, backless dresses, strapless dresses or tops, spaghetti straps, mini-skirts, or see-through tops. Midriffs must be covered. Underwear should not be visible. An evening wrap or shawl may be used as necessary. Knee length or longer dresses are advisable. Shoes must be worn; extremely high heels are not recommended for safety reasons. Hair accessories, tiaras, barrettes, are acceptable so long as they do not obstruct the view of others. Hats are not allowed.

Boys should wear a dress shirt with or without a tie, and dress pants or a suit and shoes. Tuxedos are allowable, accessories such as hats or canes are not to be worn or carried during the ceremony on stage (inside or outside).

## **GRADUATION CRITERIA**

- 1 All students must attain an academic achievement of 1.00 as certified by the homeroom teacher.
2. No student shall graduate who has a chronic record of absence or tardiness without satisfactory reason. If a student's total number of days of absence exceeds 10% of the total school days and no verification of illness is provided, that student will be ineligible to graduate.

3. A student who anticipates graduating from General Shafter School must retain a respectable level of conduct with no more than two (2) suspensions. A student with a chronic record of behavior problems (suspensions, poor conduct, defiance) will not participate in graduation ceremonies. One offense of a serious nature (possession of alcohol, drugs, paraphernalia, defiance, fighting, indecency, profanity, other criminal activity, etc.) will disqualify a student from participation at the discretion of the Board of Trustees or their designee. A diploma will be mailed to the student.
4. Any student who enrolls during the last five weeks of his/her last year will not be included in the graduation ceremonies unless acceptable documentation is received by the district that the student has achieved an academic level and behavior level commensurate with the district standards.
5. A student who expects to participate in the graduation ceremony must attend two practices for the event. It is disruptive for the entire class if there are students who do not know how to proceed through the ceremony.

### **EIGHTH GRADE TRIP**

1. No student who is absent or tardy more than 10% of their 8<sup>th</sup> grade year will be eligible to attend unless a satisfactory explanation for the absences is supplied.
2. All students must attain a 2.00 GPA as certified by the home-room teacher.
3. Any student who anticipates going on the trip must retain a respectable level of conduct. Dismissal from the trip for behavioral cause is at the discretion of the Board of Trustees.
4. Any student found to be disrespectful to school personnel shall be refused permission to take the trip.
5. Any student found to be in possession of any alcoholic beverage, illegal drugs or narcotics any time throughout his/her seventh or eighth grade year shall not be permitted to make the trip.

### **EXTRA CURRICULAR ACTIVITIES**

#### **(Cheerleading, Band, Athletics, Oral Language Etc.)**

1. No student who is absent or tardy more than 10% of their will be eligible to participate unless a satisfactory explanation for the absences is supplied.
2. All students must attain a 2.00 GPA as certified by the home-room teacher.
3. Any student who anticipates participating must retain a respectable level of conduct. Dismissal from participation for behavioral cause is at the discretion of the Board of Trustees.
4. Any student found to be disrespectful to school personnel shall be refused permission to participate.
5. Any student found to be in possession of any alcoholic beverage, illegal drugs or narcotics any time shall not be permitted to participate.

### **FOGGY WEATHER PROCEDURES**

When a fog delay is called, the bus will be two hours later than normal. Dismissal time will be at 2:20pm.

1. Listen to the radio on those mornings when fog conditions are indicated on the radio.
2. School will operate on a regular schedule unless you hear otherwise on the radio.
3. If the radio announces General Shafter School is on a two hour delay:
  - A. The bus will run two hours later than normal.
  - B. Breakfast will not be served.
4. Continue to listen to the radio because a “Closing School” announcement may be made an hour or two later. Visit [www.alertline.kern.org](http://www.alertline.kern.org) for delay information.
5. A complete closing of all central Kern County Schools will be announced a day before.

## **STUDENT BODY ACTIVITIES**

General Shafter students (grades 4-8) have representation through student body officers and room representatives who meet with the student body advisor. At their meetings they are informed of school activities related to their interests and help with planning activities. Students are encouraged to express their ideas for making General Shafter an ever-improving student body.

Student body officers are elected in September, by students in grades 4-8. All offices are filled by 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students. The President must be in 8<sup>th</sup> grade, the Vice-president in 7<sup>th</sup> grade. Student body officers must maintain a “C” average and good conduct at all times.

Each grade (4-8) sends a room representative to the meetings to report on the activities covered. Room representatives are elected within each class/grade. Student body officers serve for the school year. Each class can decide the term for their room representatives.

## **INTERDISTRICT ATTENDANCE**

The Governing Board considers interdistrict transfer applications on a case-by-case basis. Interdistrict students must have their application approved on an annual basis. *When a grade level reaches the 20:1 ratio there will be a waiting list established for that grade. Families who are put on a waiting list will be notified after the start of school if they are accepted into the General Shafter School District.*

In accordance with an agreement between the Governing Board and the board of another district, a permit authorizing a student of either district to enroll in the other district may be issued upon approval of both districts.

The General Shafter School District will begin accepting and processing inter-district transfer requests for the following school year on March 1 of the current school year and is due no later than April 15 of the current school year. Failure of a parent/guardian to meet any timelines established by the district shall be deemed an abandonment of the request.

For an inter-district transfer request received by the district 15 or fewer calendar days before the commencement of instruction in the school year for which the transfer is sought, the district will notify the parent/guardian of its final decision within 30 calendar days from the date the request was received.

For an inter-district transfer request received by the district more than 15 days before the commencement of instruction in the school year for which the inter-district transfer is sought, the

district will notify the parent/guardian of its final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction in the school year for which the transfer is sought.

### **Criteria for Denying Inter-district Transfers.**

The Superintendent or designee shall deny an application for inter-district transfer if:

1. An earlier inter-district transfer was revoked. If, during a prior school year, grounds for revoking the interdistrict attendance agreement/permit arose, even though the pupil's agreement/permit was not actually revoked or processed for revocation.
2. The additional cost of educating the student would exceed the amount of additional state aide received as a result of the transfer. (Education Code 48204 (c))
3. Enrollment of the student would adversely affect the district's court-ordered or voluntary desegregation plan, if any. (Education Code 48204)
4. The school facilities or programs are overcrowded at the relevant grade level.
5. Parent/guardian has no apparent means of arranging for or providing transportation to and from school.
6. The individual student needs a particular service or program to receive an appropriate public education and the district does not offer that necessary service or program.
7. If a program necessary for the student to receive an appropriate public education is full.
8. If the staff who provide that necessary service already have a full case load.
9. If enrolling the student would require the district to create a new program and/or hire additional staff.
10. If the student has been expelled from the sending district or is being processed for expulsion.
11. If the student's parent or guardian is a "registered sex offender" as defined by Penal Code section 290 or a "specified drug offender" as defined by Penal Code section 626.85.
12. Misleading or incorrect information is knowingly submitted to the district in support of an Inter-district transfer request.
13. Misleading or altered documentation is knowingly submitted to the district in support of an Inter-district transfer request.
14. No criteria met.

### **Appeal of the Decision to Deny an Application for Inter-district Transfer.**

If an inter-district transfer is revoked, the parents or guardian will be given the opportunity to meet with the Superintendent or designee to discuss the reasons for the revocation and request reconsideration. Such a meeting must be requested within three (3) school days of the revocation decision. If a parent or guardian remains unsatisfied with the decision, they may appeal to the General Shafter Board of Trustees by submitting a written request for reconsideration to the Board of Trustees which explains the basis for the request. The appeal request must be received by the Superintendent or designee within five (5) school days of the decision to deny reconsideration of the revocation. The Superintendent shall put on the agenda the appeal for the next regularly scheduled Board meeting. The decision of the Superintendent or designee to deny an Inter-district Transfer may be appealed to the County Board of Education within 30 calendar days of the decision to deny. The district shall provide such parents and guardians with written



notice of their appeal rights. The written notice conforms to the requirements of Education Code 46601.

### **Criteria for Revoking Inter-district Transfers.**

Inter-district attendance is a privilege and not a right. The district has the right to revoke the interdistrict attendance permit if a reasonable determination is made that a student's continuing presence would interfere with the needs of the district. An interdistrict attendance permit may be revoked for failure to comply with academic behavior and attendance requirements of the district and any other terms and conditions set forth in the agreement or permit.

Inter-district transfers may be revoked at any time for one or more of the following reasons:

1. The commission of misconduct prohibited by the Education Code. This includes suspension from school for violations of Education Code Sections 48900, 48900.2, 48900.3, 48900.4 or 48900.7, or being classified as truant under Education Code Sections(s) 48260, et. seq.
2. The commission of misconduct prohibited by the Penal Code.
3. Five or more unexcused absences.
4. Ten or more unexcused tardies.
5. The student's failure to maintain a minimum GPA of 2.0.
6. Parent/guardian is unwilling or unable to provide or arrange transportation to and from school at no cost to the district.
7. The commission of a violation of the Penal Code on or within 1000 feet of school grounds by a student's parent or guardian.
8. The commission of a violation of the Vehicle Code on or within 1000 feet of school grounds by a student's parent or guardian.
9. Parent/guardian makes a threat to inflict physical harm directed at a student or staff at any time or anywhere.
10. Parent/guardian use of offensive words or engaging in a course of conduct directed at students or staff which are likely to cause substantial emotional distress or provoke a violent response.
11. If a parent or guardian has at any time been directed to leave school grounds or other. District property pursuant to either Penal Code sections 626.4, 626.6, 626.7, 626.8 or 626.85.
12. The commission of conduct tantamount to that described in Penal Code section 415 (disturbing the peace) by a parent or legal guardian against another adult including, but not limited to, another parent or legal guardian with a child enrolled in the district, and that conduct is perpetrated on or within 1000 feet of school grounds. Such conduct includes fighting or challenging another to a fight maliciously and willfully disturbing another by loud and unreasonable noise; and the use of offensive words which are inherently likely to provoke an immediate violent reaction.
13. Knowingly providing misleading or incorrect information to the district in support of an inter-district transfer request.
14. Knowingly providing misleading or altered documentation to the district in support of an Inter-district transfer request.

Students who are under consideration for expulsion or who have been expelled may not appeal. Inter-district attendance denials or rescissions while expulsion proceedings are pending, or during the term of the expulsion. (Education Code 46601)

### **Appeal of Revocation Decision**

If an inter-district transfer is revoked, the parents or guardian will be given the opportunity to meet with the Superintendent or designee to discuss the reasons for the revocation and request reconsideration. Such a meeting must be requested within three (3) school days of the revocation decision.

If the parent or guardian remains unsatisfied with the decision, they may appeal to the General Shafter School District Board of Trustees by submitting a written request for reconsideration to the Board of Trustees which explains the basis for the request. The appeal request must be received by the Superintendent or designee within five (5) school days of the decision to deny reconsideration of the revocation. The Superintendent shall put on the agenda the appeal for the next regularly scheduled Board meeting. The decision of the Board of Trustees is final.





## ACKNOWLEDGEMENT FORM

The student handbook describes important information about the General Shafter School District, and I understand that I should consult the District Office regarding any questions not answered in the handbook.

The information, policies, and benefits described here are necessarily subject to change, I acknowledge that revisions to the handbook may occur.

Furthermore, I acknowledge that this handbook is neither a contract nor a legal document. I have received the handbook, and I understand that it is my responsibility to read and comply with the policies contained in this handbook and any revisions made to it.

PRINT Student Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_