

POTH INDEPENDENT SCHOOL DISTRICT

*Paula Renken, Superintendent of Schools
Phillip Zwicke, High School Principal
Todd Deaver, Junior High Principal
Laura Kroll, Elementary Principal
Jeff Luna, Athletic Director
Lori Spencer, Director of Special Education*



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TRANSFER AGREEMENT For School Year 2018-2019

This Transfer Agreement establishes the terms and conditions for _____ (“student”) to attend Poth Independent School District as a transfer student for the **2018-2019** school year, although the student is a resident of the _____ ISD. By signing below, it is understood and agreed that nonresident transfers are a privilege rather than a right and that the education of a nonresident student in this District is subject to the following conditions. The student’s parent or other person having lawful control of the student, _____ (“parent”), requests that the student be permitted to attend District schools in the **2018-2019** school year and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the current school year only. District approval of this transfer creates no right or expectation that the student will be admitted as a transfer for any subsequent school year. Parent acknowledges that the constitution or rules of the University Interscholastic League may require the District to exclude the student from participating in certain extracurricular interscholastic competitions. Parent is solely responsible for transportation of the student. Poth I.S.D. bears no responsibility to provide transportation to student.
2. **Tuition is \$0.00 for the 2018-2019 School Year Only.** The Poth ISD Administration makes no assumption regarding the tuition fees beyond 2018-2019.
3. This transfer is approved for the named student only. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.
4. The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including the Student Code of Conduct, throughout the entire school year. Disciplinary infractions that may result in revocation of the transfer and this agreement include, but are not limited to: Any conduct by the Student that would result in either a mandatory assignment to the District’s Disciplinary Alternative Education Program (DAEP) or expulsion for a resident student, or that constitutes “serious” misconduct under the District’s Code of Student Conduct, **shall/may** result in revocation of this Agreement. At the Superintendent’s discretion, in consultation with the campus Principal, any conduct by the student that could result in a discretionary DAEP removal **may** result in revocation of this Agreement. In addition, the following events may result in revocation of the transfer and this Agreement:

- a. Repeated unexcused absences and tardies, or if the student's attendance falls below ninety-five percent (95%) in any semester or attendance that places the student at risk of losing credit under Education Code 25.092 or requires the District to warn the parent or the student of truancy proceedings under Education Code 25.095.
- b. The student fails to maintain at least a 75 average in all core subjects each semester.
- c. The student has engaged in behavior that results in assignment to an in school suspension program, disciplinary alternative education program, suspension or expulsion and/or the student is arrested or convicted of a felony offense.
- d. The student has engaged in repeated behavior that hinders the learning of other students.
- e. The student has engaged in conduct that is disruptive to the educational process of the District.
- f. Class size exceeds state guidelines; the Board has established a limit in each grade level. In grades 6 – 12, the limit of total students per grade level is 80, subject to availability of space and instructional staff for the program in which the student is enrolled. If there are 80 or more students in the class count, the student will be put on a waiting list. In grade PK – 5, the limit is designed to not exceed 90% of the 22 to 1 ratio established by education law in grades K – 4. (Example: 3 teachers in a grade; the district will not add transfers after 59 students are enrolled – $3 \times 22 = 66$; 90% of 66 is 59.4).
- g. Facilities become overcrowded.
- h. Lack of parental support or parental conduct that interferes with or disrupts the educational process of the District. (Example: parents not attending conferences).
- i. Compliance with the District's rules and regulations, including the Student Code of Conduct, such that no offenses result in removal to a disciplinary alternative education program or expulsion, and no more than two referrals are made within any grading period for other misconduct.
- j. Any other reasons for revocation set out in Board policy FDA (LOCAL).

Should any of these behaviors or circumstances occur, the campus Principal will consider the circumstances of the behavior and make a recommendation to the Superintendent concerning the status of the transfer.

5. In accordance with Board policy FDA (LOCAL), the Superintendent may revoke the transfer of a student whose tuition payments, if applicable, are delinquent. Notice of revocation will be sent to the district of residence for the student.
6. If this agreement is revoked, revocation ordinarily will be effective at the end of a semester; however, the Superintendent has discretion to revoke the transfer immediately if the student's continued attendance threatens the safety of other students or teachers or will be detrimental to the educational process, or as outlined above, including but not limited to if the Student engages in conduct that would result in either a mandatory assignment to the District's Disciplinary Alternative Education Program (DAEP) or expulsion for a resident student, or that constitutes "serious" misconduct under the District's Code of Student Conduct. The student is subject to disciplinary procedures as set out in policy and the Student Code of Conduct. If this agreement is revoked for nonpayment of tuition, revocation will be effective immediately.

7. By signing below, I confirm and reiterate that I agree with and accept all of the reasons outlined for a transfer revocation and understand that the revocation may occur during the school year as set out in this agreement. The parent/guardian understands and agrees that at the discretion of the Superintendent, if the student violates the terms of this agreement as outlined above in paragraphs 4, 5, and/or 6, that immediate revocation of this Agreement may occur. In the event of immediate revocation, the parent/guardian agrees that the student will be immediately withdrawn as a student at Poth I.S.D. and enrolled in the district of residence, another public school, or a private school that meets the curriculum requirements of state law.

In return for the district permitting the student to transfer into a district school, the parent/guardian expressly waives and releases any claim that he/she may have that the district cannot revoke a transfer, and/or that the transfer of the student must be for a period of one year. By signing below, the parent/guardian expressly confirms that he/she agrees with and accepts all of the reasons for a transfer revocation set out in this agreement, and further agrees that this agreement can be revoked for any of those reasons before the end of the school year for which the transfer is approved.

As a parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I have received a copy of Poth I.S.D.'s policies FDA(LEGAL) and FDA (LOCAL) and that this Transfer Agreement must be executed before the child is enrolled in the District. By signing below, I represent that I have read, agree and understand the information, terms and conditions outlined in this Transfer Agreement.

Parent Signature

Date

Office Use Only

Date Application is received by Campus Administrator _____

Grade Level of Student: _____ Current Class Count of this Grade Level _____

Student Name _____

_____ A copy of the students' previous school's report card/transcript is attached. All grades 80 or Above – Has Passed TAKS/STAARR/EOC if applicable.

_____ A copy of the student's attendance record for the previous year is attached. Attendance is 95% or higher.

_____ Incoming (Poth) Principal has contacted Transferring-Out Principal and reviewed student records and/or a copy of the students' previous school's discipline summary report is attached. No Discipline issues – ISS- DAEP –Persistent misconduct, etc.

_____ Each student is reviewed on his own merits. Students are considered and accepted individually; the acceptance of one family member does not guarantee acceptance of a sibling. It is valuable to know if student has siblings and if they will be transferring to Poth.
Please list:

I certify that the above information is true and accurate.

Principal

Date

Accepted for Transfer for Current School Year Only

Transfer Request Denied

Superintendent

Date

POTH INDEPENDENT SCHOOL DISTRICT
P.O. Box 250
Poth, Texas 78147
County District Number – 247-904

**NONRESIDENT STUDENT REQUEST TO TRANSFER INTO THE DISTRICT
SCHOOL YEAR 2018-2019**

1. Student's name: _____
2. Current address: _____

3. School district in which student resides: _____
4. Parent's name: _____
5. Parent's address: _____

- Home phone: _____ Work phone: _____
6. Reason for transfer request: _____

7. Is either parent employed by the Poth Independent School District? Yes No
8. Has the student ever been enrolled in Poth Independent School District? Yes No
9. Student's grade level for year of requested transfer: _____
10. Student's attendance record:
 - a. How many days was the student absent in the school year prior to the year for which a transfer is requested? _____
 - b. If this request is for a transfer during a school year, how many days has the student missed in the current school year? _____
 - c. If the student missed more than ten percent of the days in the school year, please provide an explanation: _____

11. Has the student been expelled or removed to a disciplinary alternative education program (DAEP) for one or more days in the most recent school year? Yes No During the preceding year? Yes No
If yes to either question, for what offense(s)? _____

As a parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I have received a copy of Poth Independent School District's policies FDA (LEGAL) and FDA (LOCAL) and the Transfer Agreement that must be executed before the child is enrolled in the District. The information provided in this form is true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect, this application may be denied or revoked.

Parent's signature: _____

Date: _____

Administration Use Only

Principal's Signature: _____

Date: _____

Transfer:

Approved

Denied

Superintendent's signature: _____

Date: _____