

Weakley County Board of Education



Monitoring:

Descriptor Term:

Transfers

Descriptor Code:

6.206

Issued Date:

12/4/2014

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2 The purpose of this policy is to govern the conditions and circumstances under which students may
3 change schools within Weakley County. In order to assign teachers and schedule classes, it is best if
4 student registration numbers are determined in the spring. **State Department of Education policies**
5 **make it mandatory that classes not exceed certain numbers.** Once classes exceed the allowed
6 number of students, one or more of the following actions will have to be taken: teachers transferred,
7 students' schedules/teachers changed, additional teachers hired, schools' schedules changed, etc.
8 Any of these actions would result in disruption to the educational process in Weakley County.
9 Additionally, a large fine will be imposed in cases where schools do not meet the **mandatory**
10 **numbers.** The following will govern requests for transfers:

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- 12 1. Students seeking to transfer from one school within Weakley County to another school
13 within Weakley County **for the upcoming school year** must make the request to transfer to
14 their school's principal prior to April 15. Any request for transfer must be discussed between
15 the principals involved and may necessitate discussions with the Director of Schools.
 - 16 2. Any transfer request **for the upcoming school year** made **after April 15, but before the**
17 **opening day** of school, must be decided by the Director of Schools.
 - 18 3. Requests for transfer **during the school year** (i.e. after the opening day of school) will be
19 considered if both principals consent to the transfer. The Director of Schools may approve
20 the transfer, or if the situation requires, present the request to the Weakley County Board of
21 Education for a decision. Transfers should occur at the end of a grading period whenever
22 possible.
 - 23 4. When a student must change schools as a result of **moving from one community to**
24 **another,** s/he must contact each school's Principal/Counselor for exiting/entering
25 information/procedures.
 - 26 5. No transfer in Weakley County will be considered when a student is under disciplinary
27 action from another school.
 - 28 6. The Board may deny admission of any student who has been expelled or suspended from
29 another school system even though the student has established residency in Weakley County.
30 The Director, or his designee, shall investigate the facts surrounding the suspension from the
31 former school system and make a recommendation to the Board. If a student is accepted for
32 admission and it is determined that the student is under disciplinary action in another school
33 system, the Board may dismiss the student.
 - 34 7. The enrollment in, or the transfer to, any Weakley County School, either from within or
35 outside the county, which would result in the student living with a person or persons not

1 having legal custody of the student, must have the approval of the director of schools or
2 his/her designee.

3 8. The student must furnish his own transportation if s/he is attending a school outside of his
4 zone or residence.

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Cross Reference:

6.318 Admission of Suspended or Expelled Students