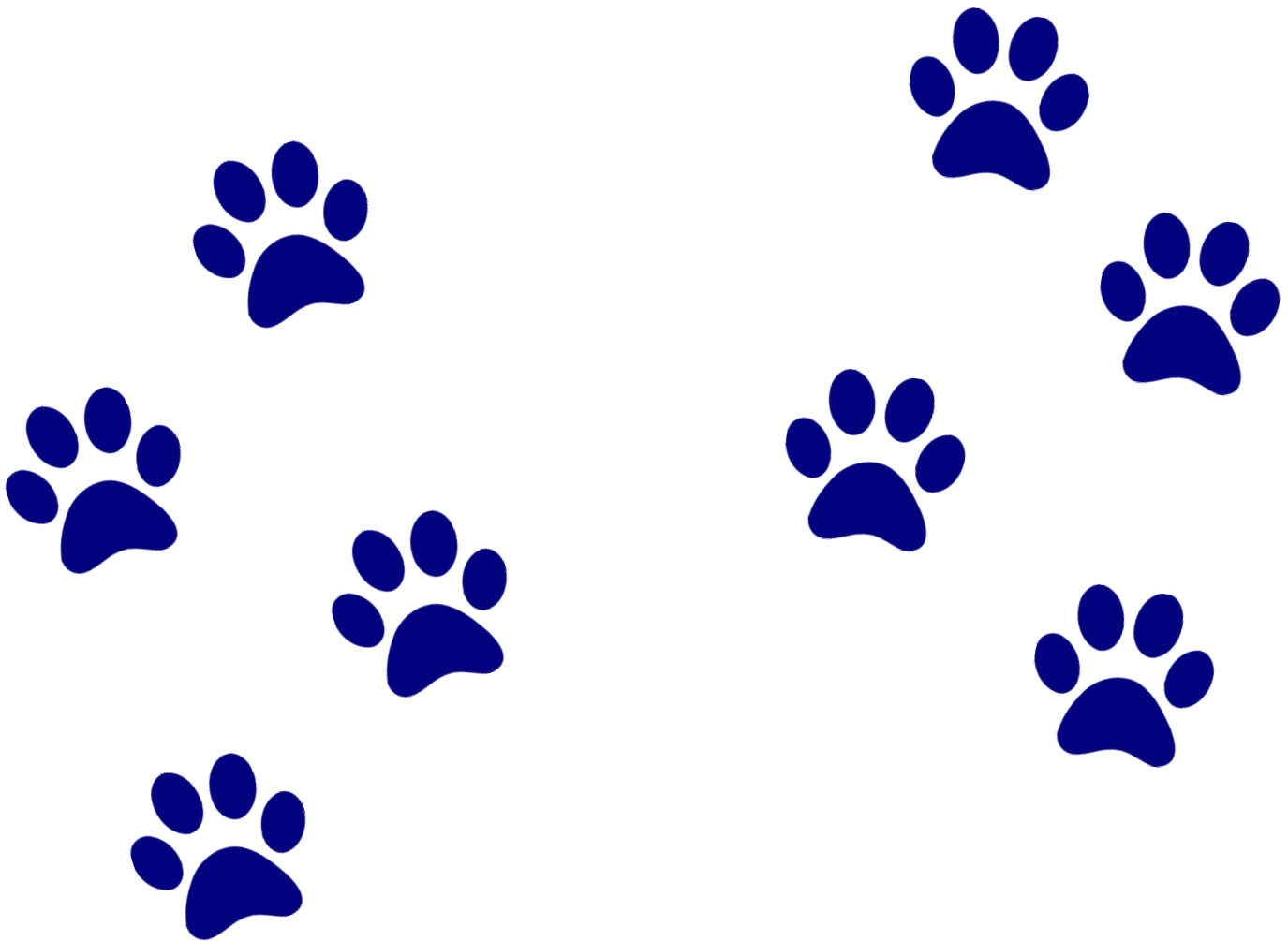


Nursery Independent School District  
Nursery Elementary School  
2023 - 2024

# STUDENT TRANSFER APPLICATION



Nursery Elementary School  
P.O. Box 69  
Nursery, Texas 77976-0069  
Phone: 361-575-6882 Fax: 361-576-9212

**Nursery Independent School District**  
**TRANSFER REQUEST PROCESS**  
**2023 - 2024**

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1. Parent / Guardian requests transfer application packet.
2. Parent / Guardian completes and returns transfer application packet with all requested documentation by June 15, 2023.
  - Current Report Card
  - Attendance Information
  - Discipline Information (if applicable)
  - State Testing Data (STAAR, ITBS, etc.)
3. Applications are reviewed by the Transfer Committee. Students are accepted based on the transfer policy and procedures.
4. Transfer Agreement signed by Superintendent.
5. Parent / Guardian is notified of acceptance or non-acceptance of the transfer request.
6. The agreements are filed in student folder.

**Nursery Independent School District**  
**Transfer student procedures**  
**2023- 2024**

1. Applications for transfer to Nursery ISD will be accepted for the upcoming school year beginning May 8, 2023. Parent/guardian must bring a birth certificate and social security card for each child for which they are requesting to be allowed to transfer.
2. The Transfer Committee will then review the transfer requests and approve or deny the request based on the following criteria and the local requirements:
  - a. Transfer students already in the system will be accepted first unless they do not continue to meet Nursery ISD criteria, at which point the transfer will be revoked.
  - b. Nonemployee sibling transfer request will be placed above new family request and will be considered and accepted as space allows and on a first-come first-served basis.
  - c. All transfer requests are taken on a first-come first-served basis as space allows.
  - d. Transfers will be accepted based on classroom size, makeup, and complexity or academic need of the grade level (The only exception to this will be employees' children who are considered and accepted regardless of the numbers in that grade level.
3. The Superintendent will report to the School Board on how many transfers are enrolled on a regular basis.
4. Throughout the school year when the maximum number per grade level drops below the established numbers set, or criteria, by policy and procedures, the transfer committee will review the transfer request list and contact the parent / guardian of the next student on the list.
5. The following are the rules for eligibility for acceptance and retention as a transfer student at Nursery ISD:

**State requirements:**

1. No intentional segregation based on religion, color, race or national origin.

**Local requirements:**

1. The student is required to pass all subjects every nine weeks and all progress reporting periods.
2. The student will complete all daily work as assigned.
3. Average daily attendance - no more than three absences (if a doctor excuses the student, no more than 10 absences a year). Tardies – no more than 2 per nine weeks. Special circumstances will be considered by the principal.
4. No major discipline referrals, no in-school suspension or persistent misbehavior.
5. Pass all state-mandated test the first time.
6. Positive parental support.

# Nursery Independent School District

## Application for Transfer 2023 - 2024

P.O. Box 69  
Nursery, Texas 77976  
Phone (361) 575-6882  
Fax (361) 576-9212

**To the Parent(s) or Guardian(s):** The contents of this application will be kept confidential. Please complete the entire application before it is returned. Write clearly in black or blue ink. **Failure to submit a fully completed application may result in denial of transfer.**

This application for admission to the Nursery School is made on behalf of (Student's Name):

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Last Name	First Name	Middle Name
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with acceptance of the regulations and procedures of the Nursery School as they are stated at the end of this application.

### **BASIC INFORMATION**

Are you the parent or legal guardian of this child?  No  Yes

Is there a custody agreement in place for this child and do you have the legal right to make educational decisions for this child?

No  Yes if yes, please provide documentation.

Name of Parent(s)/Guardian(s): \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone #: \_\_\_\_\_

Applicant lives with (check one):  Both Parents  One Parent  Parent & Step-Parent  Guardian

Father: \_\_\_\_\_ Employed at: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Mother: \_\_\_\_\_ Employed at: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Guardian: \_\_\_\_\_ Employed at: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Parent/Guardian E-Mail Address: \_\_\_\_\_

### **Student Information – ALL STUDENT INFORMATION IS REQUIRED:**

Ethnicity:  Not-Hispanic  Hispanic

Race:  Asian  Black  Native American  White  Other

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex:  M  F Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Place of Birth: \_\_\_\_\_ County: \_\_\_\_\_ Country: \_\_\_\_\_

**ACADEMIC/EDUCATIONAL INFORMATION (Complete This Section)**

Is the student currently enrolled in school?  No  Yes Current Grade Level 2021 - 2022 \_\_\_\_\_

If no, explain: \_\_\_\_\_

If yes, name of present school and location: \_\_\_\_\_

School district of residence: \_\_\_\_\_

School student is zoned to attend: \_\_\_\_\_

Has the student repeated a grade(s)?  No  Yes If yes, which grade(s)? \_\_\_\_\_

Has the student failed a class(es)?  No  Yes If yes, which class(es)? \_\_\_\_\_

**Please check all that apply.**

At Risk  Title I  ESL/Bilingual  LEP  Gifted & Talented  504  Migrant

Dyslexia  Speech Therapy  Special Education: Instructional Setting: \_\_\_\_\_

Lunch: Free  Reduced

**RECORD OF PREVIOUS SCHOOLING (Complete This section)**

Name of School & Location (City & State) \_\_\_\_\_ Year Attended \_\_\_\_\_

Kinder \_\_\_\_\_

1<sup>st</sup> Grade \_\_\_\_\_

2<sup>nd</sup> Grade \_\_\_\_\_

3<sup>rd</sup> Grade \_\_\_\_\_

4<sup>th</sup> Grade \_\_\_\_\_

5<sup>th</sup> Grade \_\_\_\_\_

**DISCIPLINE/ATTENDANCE INFORMATION (Complete This Section)**

Has the student ever been or is currently suspended/expelled?  No  Yes

If Yes, explain: \_\_\_\_\_

Has the student been engaged in delinquent conduct or conduct in need of supervision and is on probation or other conditional release for that conduct?  No  Yes If yes, (number of times) explain: \_\_\_\_\_

Have you experienced any of the following: Excessive absences  Excessive tardiness  Fights

Number of absences (current year) \_\_\_\_\_ Number of tardies (current year) \_\_\_\_\_

Number of unexcused absences (current year) \_\_\_\_\_ Number of absences (last year) \_\_\_\_\_

Number of tardies (last year) \_\_\_\_\_ Number of unexcused absences (last year) \_\_\_\_\_

I certify that the information on this application is complete and correct. I understand that the submission of false information is grounds for denial of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action. I understand that the Nursery Independent School District expects a high standard of conduct from its students, and if accepted for admission, I will abide by all rules and regulations of the Nursery Independent School District as set forth in the Student Handbook and Code of Conduct. I authorize the Nursery Independent School District to verify the information I have provided. I agree to notify the proper officials of the Nursery Independent School District of any changes in the information provided.

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**EXCEPTIONS:** Please indicate the exception statement that qualifies your student for transfer. Please provide additional information or documentation as needed.

- \_\_\_\_\_ 1. A non-resident District employee may request that his or her child be permitted into District schools by filing an application with the Superintendent or designee at any time. Transfer applications filed under this exception are not subject to the application deadline(s), and will not be denied based on the student's desire to effectuate the transfer after the first day of instruction or the school year.
- \_\_\_\_\_ 2. A non-resident student who has attended school in the District for the two school years prior to application of transfer, and who will be classified as a fifth-grade student during the school year for which transfer is requested, may be accepted for transfer to the District.
- \_\_\_\_\_ 3. A non-resident sibling of a previously accepted transfer student who continues to be enrolled in the District may be accepted for transfer to the District.
- \_\_\_\_\_ 4. A non-resident student who will become a District resident by the end of the first nine week period of the school year for which enrollment is sought may be accepted for transfer provided that sufficient proof of future residency is submitted to the District at the time the transfer request is filed (See PROOF OF FUTURE RESIDENCY in policy.)
- \_\_\_\_\_ 5. The transfer application of a non-resident student who will be classified as a Kindergarten through fifth grade student during the school year for which transfer is requested may be considered for transfer to the District only after all other transfer requests have been considered.

**FOR OFFICIAL USE ONLY**

**TRANSFER:** Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

\_\_\_\_\_  
Superintendent

Date: \_\_\_\_\_

**Nursery Independent School District**  
**Transfer Agreement**  
**2023 - 2024**

This Transfer Agreement is executed pursuant to Nursery ISD Board Policy FDA (Local) and Texas Education Code 25.036, between the Nursery ISD ("District" and

\_\_\_\_\_ on behalf of \_\_\_\_\_  
Parent or Guardian Student Name

I, \_\_\_\_\_ (Parent or Guardian), acknowledge that the District has granted my child's application for transfer for the 2023 - 2024 school year. My child is not a resident of the District, and as a result is not otherwise entitled to admission to the Nursery ISD. Unless otherwise specified, the District will not provide transportation to and/or from my child's current residence to his/her school during the term of this agreement. The District's acceptance of my child's transfer request for 2023 - 2024 school year does not create any right or expectation that my child will be admitted as a transfer student in any subsequent school years. Admission of one student in a family as a transfer student creates no right or expectation that another student from the same family will be admitted as a transfer.

I understand that this transfer agreement is governed by Board Policy FDA (Local). Pursuant to FDA (Local), and as a student enrolled with the District, my child is expected to maintain acceptable levels of attendance, punctuality, academic achievement, and compliance with Board Policy, the NISD Student Code of Conduct, NISD Student Handbook, and any other relevant and applicable District rules, policies, practices, regulations, or procedures. Transfer status will be revoked if the above conditions are violated.

I understand that presenting false documents or records to the District in support of my child's transfer request is an offense under Section 37.10 of the Texas Penal Code. If my child is enrolled with the District under such false documents or records, I may be subject to liability for tuition or costs if the student is not eligible for enrollment, pursuant to Section 25.00 (h) of the Texas Education Code. This transfer agreement, and my child's status as a transfer student in the District, may be revoked if the District determines that false information was provided to the District in relation to my child's transfer request or transfer status.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Dr. Larry Gajewsky, Superintendent

\_\_\_\_\_  
Date

**Nursery Independent School District  
Transfer Agreement  
Parent Meeting  
2023 - 2024**

Parents wishing for their students to attend the Nursery Independent School District must adhere to the following agreement and participate in a District Transfer Orientation meeting. Students who remain in good standing must reapply for district acceptance annually. The Superintendent has the discretion to approve or disapprove all transfers based on NISD Policy. Attendance at Nursery ISD as a transfer student is a privilege. These rules and procedures are set forth to ensure the learning experience at NISD is positive and productive. In the event your child is in violation of the agreement, your transfer will be revoked, and you will be asked to withdraw from the District for violating the Non-Resident Transfer Student Agreement. Students who are in violation of the agreement are asked to leave will not be eligible for transfer enrollment the following year.

**Conduct:** Students must adhere to excellent conduct and parents must support all procedures for NISD set forth by the Student Code of Conduct, Student Handbook, campus rules, and classroom rules.

Students may be denied on the following premises:

- Suspended, expelled, or placed in DAEP.
- Persistent disruption of the educational process
- 2 or more discipline referrals
- Wishing to avoid disciplinary actions at his or her current school
- Engaged in delinquent conduct resulting in a criminal offense, including probation or a conditional release.

**Parent and Guardian Support:** Parent/Guardian must support established policies, administrative rules, regulations, and guidelines governing Nursery ISD. Parents must attend the required meetings and drop off and pick students up on time. Failure to attend conferences will result in the student being in violation of the Non-Resident Transfer Student Agreement and the transfer will be revoked. You will be asked to return to your home district.

**Transportation:** Transportation for all transfer students will not be provided. Parents are responsible for transportation to and from school.

**Absences and Tardies:** Students are expected to adhere and maintain regular attendance according to NISD Attendance Policy. Any student who is referred for truancy will be in violation of this agreement. Your transfer will be revoked, and you will be asked to withdraw from the District for violating the Non-Resident Transfer Student Agreement.



**Tardies**

- It is the parent’s responsibility to ensure their child is on time each day.
- Once the student has reached 3 tardies they will be on probation and at risk of a transfer denial. A letter will be sent notifying the parent or guardian of the tardy requirements for NISD.
- Once the student reaches the 5<sup>th</sup> tardy, they are in violation of the Non-Resident Transfer Student Agreement and will be asked to withdraw from the district.

**Academics:** Students must be passing all classes and exhibit continuous growth while at Nursery ISD. Each student under this agreement will be examined closely for any infraction based on academic performance and the determination will be made on a case-by-case basis.

**Space and Staffing:**

- No space available at the campus
- Will require additional employment of additional staff
- Projected growth rate

**Falsification of Records or School Documents**

**Any other condition the Superintendent deems necessary or appropriate.**

**Denials:** The Nursery Independent School District will consist of a three-member Committee to review all transfer applications. This committee will meet annually, or as needed, at the close of the school year to determine the status of all returning transfers students. If a student is denied acceptance to Nursery ISD, parents have the right to appeal to the NISD Transfer Committee within 10 days of the date on the letter of denial. Verbal or phone appeals will not be accepted or considered. The district will review the appeal within 10 district business days, if possible. If the decision remains unchanged, no formal written communication will be sent to the parent or guardian. If the denials are overturned, a written notification will be sent indicating the decision.

\*\*\*Formal meeting to be scheduled. Parent Attendance is required.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Grade \_\_\_\_\_

Resident District \_\_\_\_\_