

June 27, 2013

Ms. Kate Casas  
State Policy Director  
Children's Education Alliance of Missouri  
4742A McPherson Avenue  
St. Louis, MO 63108

Dear Ms. Casas:

Thank you for your June 21, 2013 letter regarding guidance for student transfers from unaccredited (sending) districts to accredited (receiving) districts. In response to your questions, the following information is provided.

School districts with waiting lists will need to communicate directly to parents. The Family Educational Rights and Privacy Act (FERPA) prevents unauthorized access to or dissemination of student records; this is prohibited under federal law. In order to ensure that parents are afforded every opportunity to enroll children in the district of their choice, they might want to resubmit a formal application.

Accredited school districts have received guidance from the Department regarding the transfer process. This guidance is attached for your information.

School districts cannot deny a student transfer based on selective enrollment standards; however, the receiving school district can enforce active student disciplinary action from the sending district in accordance with state law.

Provisionally accredited school districts are eligible and required to accept student transfers from unaccredited districts. Charter schools are not required to enroll students from unaccredited districts.

The timeline for parents/families to decide and apply for a student transfer is admittedly short. Given the timing of the court ruling and the beginning of the 2013-14 school year, advance notice must be given to both the sending and receiving districts in order to ensure adequate space, staffing, transportation, etc. August 1 is only two (2) weeks prior to many schools' start dates.

As school districts and the Department continue to receive questions, the Department will continue to update its guidance document and make it available for parents/families, schools, elected officials and others.

Sincerely,



Chris L. Nicastro  
Commissioner of Education

Attachment

c: Don Senti, Executive Director, Cooperating School Districts, St. Louis  
Gayden Carruth, Executive Director, Cooperating School Districts of Greater Kansas City