



Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 5116.1

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Students

Place of Residence

1. Purpose and Scope

For purposes of administration and control, the Superintendent or his/her designee is authorized to determine the eligibility of enrollment and to enforce the laws, rules, regulations, and policies governing said enrollment.

2. Regulations

A. Residence Requirements

- (1) To be enrolled in a district school, a pupil must live within the boundaries of the district not less than five (5) nights per week.
- (2) Pupils living with someone other than a parent or court-appointed guardian must complete and file with the school a Declaration of Residency and Assumption of Responsibility form 14.07.
- (3) Place of residence may be established by a thorough investigation by school district authorities.
- (4) When it has been discovered by school officials that residence requirements are not being fulfilled, the pupil shall be withdrawn immediately with proper notification to the parent or legal guardian.

B. Nonresident

- (1) A nonresident student may not enroll in a school maintained by the district until both the district of residence and the district of attendance have officially approved an Interdistrict Attendance Agreement (form 14.06)
- (2) The conditions of the approval are dependent upon satisfactory performance at the receiving school. Grades, attendance and conduct will occasionally be reviewed and if found unsatisfactory at any time, the permit will be revoked. The permit may also be canceled if it is determined that the circumstances justifying the original approval no longer apply.

Place of Residence (continued)

- (3) Transportation to the requested school shall be the responsibility of the student or his/her parents.
- (4) All student transfers are subject to California Interscholastic Federation (CIF) eligibility rules.

C. Intradistrict Transfer

- (1) A student living within the district may request to enroll in a district school outside of the school of residence by securing and filing a Petition for Transfer Within the District (form 76.00).
- (2) The open enrollment policy for HBUHSD students is maintained with the following criteria:
 - a. Athletic eligibility rules for CIF (California Interscholastic Federation) will apply in all instances.
 - b. Students within a specific high school attendance boundary have the first priority to attend that high school.
 - c. Space, appropriate program and requested course(s) must be available at the school of choice.
 - d. Transportation to the requested school shall be the responsibility of the student or his/her parents.
 - e. Students moving into the district after March 1 may apply for a transfer upon enrollment and be accepted on a space available basis through the last day of the second semester each year.
 - f. Students enrolling in the district following the final day of second semester are required to attend the home high school for the following school year.
 - g. Once enrolled, a student is assured of continued space at that school. The school of attendance becomes the “home school.”

Place of Residence (continued)

- h. Open enrollment shall not upset the ethnic balance of any school. If a school is declared to be ethnically isolated, the open enrollment process for the group affect will be limited.
- (3) The open enrollment period for HBUHSD students will begin on February 1 and end on March 1 each year. Continuing students who wish to change schools and incoming 9th grade students may petition only during this period.
- (4) Enrollment in a school of choice having limited capacity shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which applicants may be accepted as more openings occur. Late applicants shall not be added to the waiting list.
- (5) Transfer options shall be processed using the following priorities: (Districtwide magnet programs or sibling option transfers shall not be restricted due to ethnic distribution.)
 - (a) Districtwide magnet program and Academy options: Academy for the Performing Arts (APA) magnet, Math/Science/Technology (MERITS) magnet, and International Baccalaureate (IB) magnet.
 - (b) Sibling option: siblings of students already enrolled at the school of choice shall have priority consideration.
 - (c) Continuing HBUHSD students entering grades 10-12 who applied for transfer the previous year and were denied because of school capacity limits (selected randomly).
 - (d) Incoming 9th graders (selected randomly).
- (6) Admission to a particular school shall not be influenced by a student's academic or athletic performance except insofar as academic standards are required for admission to districtwide magnet programs or courses for academically talented students. Such standards shall be uniformly applied to all students.

Regulation

Approved: 1-13-94

Revised: 6-21-94

Revised: 9-11-00