Out of District Attendance Fact Sheet *(updated 4/26/21)*

In making out of district enrollment decisions, SHUSD uses an established process aligned with the rules of the state program and policies enacted by the Board of School Trustees. Below you will find more information on the program, the process we use to enroll students, and other key information on our out-of-district attendance policies.

CURRENT STUDENT ENROLLMENT OPTIONS

Allen Bill

Beginning in the 2019-20 school year, district residency status may be granted to a student if at least one of their parents or guardians is employed by the St. Helena Unified School District as a classified or certificated employee for a minimum of 15 hours each school week. Prior to seeking enrollment under the Allen Bill, students are encouraged to apply for enrollment through a District of Choice Transfer.

Interdistrict Agreement

The superintendent or designee may approve interdistrict attendance agreements (AR 5117) under the following extraordinary circumstances:
- When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of sexual assault or an act of bullying as defined in Education Code 48900(r).
- To allow attendance of a high school senior to attend the same school they attended as a junior, even if their parents or guardians have moved out of the district during the student's junior year.
- To allow a student to continue attending in the district for the remainder of the current school year when their parents or guardians have moved outside of district boundaries.
- Students attending the district under a 2018-19 IDA and listed in Resolution #18-26: Implementation of the New Interdistrict Attendance Policies, Exhibit A.

Memorandum of Understanding/Individual Service Agreement

At the June 18, 2020, Regular Board Meeting, the Board of Trustees approved individual services agreements (ISAs) with the Howell Mountain Elementary School District and Calistoga Joint Unified School District to provide **Special Education** services in a school within the St. Helena Unified School District. The district receives $37,500 per student (or a rate of $202.04 per day) under this agreement.

District of Choice (DOC)

SHUSD is designated as a District of Choice (BP 5117) under the alternative interdistrict attendance program authorized by California Department of Education. The program consists of an application period, public lottery, and selection process. Students are admitted individually rather than as a family unit.

Priority for transfer under the District of Choice is granted as follows:
- First priority given to siblings of students already in attendance in the district.
- Second priority given to students eligible for free or reduced-price meals.
- Third priority given to children of military personnel.

DISTRICT OF CHOICE

History

On December 8, 2011, the St. Helena Unified School District Governing Board adopted Resolution #11-20, electing to accept interdistrict transfer pupils and become a District of Choice. The Governing Board selected the program as a fair and equitable system that provides an open a transparent transfer process for all members of the St. Helena community.

DOC Funding

- SHUSD receives approximately $2,091 annually in funding per DOC student who transfers from a non-Basic Aid school district.
    - Napa County non-Basic Aid district(s): Napa Valley Unified
    - Napa County Basic Aid district(s): Calistoga, Howell Mountain, Pope Valley
- SHUSD spends approximately $29,024 per student annually from unrestricted LCFF Sources, including property taxes and state aid.
- In 2020-21, the district received approximately $115,000 for 55 students. This equates to 25% of the "base" Local Control Funding Formula (LCFF) grant a student would have generated in their district of residence.
- The majority of DOC students reside within Basic Aid school districts from which SHUSD receives no funding.

Application Timeline

- September 1 – DOC application window opens.
- November 30 – DOC application window closes.
- December – The Board approves DOC enrollment caps for the following school year.
- January – A public lottery is conducted to establish the District of Choice waitlist.
- January – Parents receive a notification advising them of their placement on the waitlist.
- May 15 – District conducts a final census. Parents receive a letter providing an update on their child's placement.
- August – The DOC waitlist is effective through the end of the second week of school, after which it is no longer valid.

Future of DOC

- The DOC program will sunset on July 1, 2023. It is repealed as of January 1, 2024, unless extended by legislation as outlined in California Education Code Section 48315.
- The Legislative Analyst's Office released a report with findings and recommendations to continue and extend the program.
- The legislature would need to act to extend the program. To date, no state legislator has done so.
- The SHUSD Governing Board has committed to allow all current DOC students remain in the district through their graduation, unless a DOC student disenrolls from the district or is recommended for expulsion.
- Prior to the sunset date, staff was directed to consult with legal counsel and the Board Policy Committee to determine any proposed changes to the existing board policies and administrative regulation to allow out-of-district attendance past the DOC sunset date.

DISTRICT OF CHOICE ENROLLMENT CAPS

Overview

School districts participating in the SB 680 District of Choice program are required to report the number of available spaces for DOC applicants.

Additionally, California Education Code 48301 requires that a district participating in this program determines and adopts the number of transfers it is willing to accept under this article. It also ensures students admitted under the policy are selected through an unbiased process that prohibits an evaluation of whether the student should be enrolled based on academic or athletic performance, physical condition, English proficiency, legally protected characteristics, and family income (except to determine priority for students eligible for free or reduced-price meals).

The enrollment caps adopted by the Governing Board are for District of Choice attendance only. All students residing within the St. Helena Unified School District attendance boundaries will be served by the district.

Kindergarten

At the December 12, 2019, Regular Board Meeting, the Board of Trustees approved a reduction in the DOC enrollment cap for Kindergarten, from 75 to 40 students. Historically, Kindergarten registration and the number of students enrolled is unknown until the first day of school, as families are enrolling beginning in the fall through the summer and on the first day of school.

The lowered DOC cap for kindergarten allows for proactive planning and ensures SHUSD has adequate staff and room for the incoming students who reside in its attendance area. In addition, the cap ensures class sizes are small and all student needs are met.

GRADE	Enrollment Caps 2019-2020	Enrollment Caps 2020-2021
TK	12	12
K	75	40
1	75	75
2	75	75
3	75	75
4	75	75
5	75	75
6	85	85
7	85	85
8	85	85
9	120	120
10	125	125
11	125	125
12	125	125
Totals	**1212**	**1177**

Impacts of COVID-19

At the December 17, 2020, Regular Board Meeting, staff recommended a reduction in the DOC enrollment cap for each grade level except for kindergarten. The recommendation was made to support the maintenance of current staff, allow for small class size, support interventions and enrichments, provide opportunities for social and physical well-being of current students, and allow for proactive planning for the 2021-2022 school year.

GRADE	Enrollment Caps 2020-2021	Enrollment Caps 2021-2022
TK	12	10
K	40	40
1	75	60
2	75	60
3	75	60
4	75	60
5	75	60
6	85	70
7	85	70
8	85	70
9	120	110
10	125	110
11	125	110
12	125	110
Totals	1177	1000

ADDITIONAL RESOURCES

To learn more about the enrollment options or the District of Choice Program, please visit the California Department of Education's webpage, at https://www.cde.ca.gov/sp/eo/dc/.