

# CLYDE CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

526 Shalimar Drive • Clyde, Texas 79510 • 325-893-4222 • FAX: 325-893-4024 • www.clydeisd.org



**Empowering Leaders.  
Committed to Success.**

Superintendent: Bryan Allen

CFO: Rhonda Neal

Director of Curriculum / Special Programs: Paula Kinslow

Dear Parent/Guardian:

If you wish to apply for your child/children to transfer to the Clyde School District for the 2024-2025 school year, please complete the enclosed application forms.

**Both forms** must be returned for **each**

student. Please complete **all pages** of the:

1. **"Non-resident student request to transfer into the District Form"**(front/back)
2. **"Transfer Agreement Form"**(on back of this letter)

Please return all applications to the campus your child currently attends.

Sincerely,

Bryan Allen  
Superintendent

Clyde Elementary  
(325)893-4788  
FAX (325) 893-5642  
Josh Parker, Principal

Clyde Intermediate  
(325) 893-2815  
FAX (325)893-3067  
Jamie Munoz, Principal

Clyde Junior High  
(325)893-5788  
FAX (325)893-2134  
John Odom, Principal

Clyde High School  
(325)893-2161  
FAX (325)893-2993  
Casey Hodges, Principal

""An Equal Opportunity Employer""

# TRANSFER AGREEMENT

This **Transfer Agreement establishes** the terms and conditions for \_\_\_\_\_ **Student Name** \_\_\_\_\_ to attend the Clyde CISD Public Schools as a transfer student in \_\_\_\_\_ **Grade** for the 2024-2025 school year, although the student is a resident of the \_\_\_\_\_, and should attend \_\_\_\_\_ **Name of School District student lives in** \_\_\_\_\_ **CAMPUS of District Student lives in** \_\_\_\_\_

The student's parent or other person having lawful control of the student \_\_\_\_\_ **Parent Name** \_\_\_\_\_ requests that the student be permitted to attend the Clyde School District in the 2024-2025 school year and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the current school year only. District approval of this transfer creates no right or expectation that the student will be admitted as a transfer for any subsequent school year.
2. This transfer is approved for the named student only. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.
3. The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including the Student Code of Conduct, throughout the entire school year. Acceptable levels are defined as:
  - a. Attendance that does not place the student at risk of losing credit under Education Code 25.092 or require the District to warn the parent of the student of truancy proceedings under Education Code 25.095.
  - b. Compliance with the District's rules and regulations, including the Student Code of Conduct, such that no offenses result in removal to a disciplinary alternative education program or expulsion and no more than three referrals are made within any grading period for other misconduct.
4. In accordance with Board Policy FDA {LOCAL}, the Superintendent may revoke the transfer of a student who fails to maintain an acceptable level of attendance or compliance with District rules and regulations, including the Student Code of Conduct. Notice of revocation will be sent to the School District of Residence.
5. The parent of the student will be responsible for transportation to and from the District school to which the student is assigned.
6. The student and parent, acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.
7. Except as modified by this transfer agreement, the student will be subject to all policies, regulations, rights, privileges, and responsibilities of enrollment in the District for the 2024-2025 school year.

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**The District and the parent agree that this transfer agreement is the entire agreement controlling the admission and enrollment of the student in the District for the 2024-2025 school year.**

**Parent's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Principal's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Superintendent's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Clyde Consolidated Independent School District 2024-2025  
NON RESIDENT **NEW** STUDENT REQUEST TO TRANSFER INTO THE DISTRICT

1. Student's Name: \_\_\_\_\_  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Gender Social Security Number Date of Birth

2. Current Physical Address: \_\_\_\_\_  
Current Mailing Address (if different): \_\_\_\_\_

3. School in which Student resides: \_\_\_\_\_  
District Campus

4. School Student last attended: \_\_\_\_\_  
District Campus

5. Parent's Name(s): \_\_\_\_\_

6. Parent's Physical Address: \_\_\_\_\_  
Parent's Mailing Address: \_\_\_\_\_  
Parent's Email Address: \_\_\_\_\_

7. Home/Cell Phone: \_\_\_\_\_

8. Reason for transfer request:  
\_\_\_\_\_  
\_\_\_\_\_

9. Does Student have Siblings? Name(s) and Grade(s):  
\_\_\_\_\_  
\_\_\_\_\_

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10. Is either parent employed by Clyde CISD? Yes No  
11. Has the student ever been enrolled in Clyde CISD? Yes No Last Grade Attended\_\_

12. **Student's attendance record: Documentation Required.**  
a. How many days was the student absent in the prior school year? \_\_\_\_\_  
b. If transfer is for a transfer during a school year, how many days missed in current year? \_\_\_\_\_  
c. If student missed more than 10% of days in previous or current school year, please provide explanation: \_\_\_\_\_  
\_\_\_\_\_  
d. Student's Number of Credits earned (High School Students Only). \_\_\_\_\_

**13. Student's Discipline Record**

- a. Has student been suspended, expelled or placed in any alternative classroom setting (DAEP, ISS, etc.) during the current or previous school year?      Yes      No

If yes, please explain:

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**14. Student Academic Record**

Please provide the following information:

- a. Copy of STAAR/Achievement test results
- b. Copy of Report Card/Transcript
- c. Copy of Immunization Record
- d. Check special program(s) which currently apply to student:

G/T: \_\_\_\_\_

Special Education: \_\_\_\_\_

Speech: \_\_\_\_\_

504: \_\_\_\_\_

ESL: \_\_\_\_\_

Other: \_\_\_\_\_

As a parent or person standing in the position of LEGAL responsibility for the child named in this request, I acknowledge that I have received a copy of Clyde CISD policies FDA (LEGAL) and FDA (LOCAL) and the Transfer Agreement that must be executed before the child is enrolled in Clyde CISD. The information provided in this form is true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect, this agreement may be denied or revoked.

Parent Signature: \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Recommendation:                      Transfer Recommended                      Transfer Denied

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent's Recommendation:                      Transfer Recommended                      Transfer Denied

Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AGREEMENT  
BETWEEN DISTRICTS

The Board may, by means of a mutual agreement with the board of an adjoining district, transfer any student to the jurisdiction of that adjoining district. All transfers shall be made pursuant to the requirements of Education Code 25.032 through 25.034. The Board, together with the board of the adjoining district, shall agree to the transfer of school funds proportionate to the transfer of attendance when such inter-district transfers are made. *Education Code 25.035*

INITIATED BY STUDENT  
OR PARENT

Any student, other than a high school graduate, who is under 21 years of age and eligible for enrollment on September 1, may transfer to another Texas district, provided that both the receiving district and the applicant's parent, guardian, or person having lawful control agree in writing to the transfer. *Education Code 25.036* (See also FD).

## BASIS FOR TRANSFER

The Board or its designee must make transfer decisions on an individual basis and may not consider as a factor in arriving at any decision regarding assignments any matter relating to the national origin of the student or the student's ancestral language. *Education Code 25.032* (See FDAA).

## FUNDING FOR TRANSFER

Upon the filing and certification of any transfer, the state per capita apportionment shall transfer with the student. For purposes of computing state allotments to districts eligible under the Foundation School Program, the student's attendance prior to the date of transfer shall be counted by the sending district and the student's attendance after transfer shall be counted by the receiving district. *Education Code 25.037*

## TUITION

The District may charge a tuition fee to the extent that the District's actual expenditure per student in average daily attendance exceeds the sum of state available school fund apportionment benefits transferred to the District under Education Code 25.037. However, unless a tuition fee is prescribed and set out in a transfer agreement prior to its execution by the parties; no increase in tuition charge shall be made for the year of that transfer that exceeds the tuition charge, if any, of the preceding school year. *Education Code 25.038*

TUITION FOR EDUCATION  
OUTSIDE DISTRICT

Home districts that do not offer each grade, K-12, shall pay tuition to the District if they have a contract to educate students in grades not taught in the home district. If the home district has contracted for student to attend another district(s), it shall not be required to pay tuition to any district with which it has not contracted. A contract under this section may not be for a period exceeding five years.

ADMISSIONS  
INTERDISTRICT  
TRANSFERS

The amount of tuition paid may not exceed the greater of:

1. The amount by which the District's actual expenditure per student in average daily attendance exceeds the sum the District receives from state aid sources, as provided by Section 25.037. However, the District may not charge more than the tuition charge for the preceding school year unless a tuition fee is set out in a transfer agreement; or
2. The calculated tuition limit specified by Commissioner's rule.

Under the Commissioner's rule, tuition charged to the home district for a transfer student in payment for that student's education may not exceed the District's calculated tuition limit. The calculated tuition limit applies only to tuition paid to the District for the education of a student at a grade level not offered in the home district.

The calculated tuition limit is the sum of the excess M&O revenue per enrollee, the excess debt revenue per enrollee, and the base tuition limit, as calculated in accordance with 19 TAC 61.1012(b)

*Education Code 25.038, 25.039; 19 tac 61.1012*

CREDITS AND RECORDS

Credits earned in local credit courses may be transferred at the enrolling district's discretion. Transfer students shall not be prohibited from attending school pending receipt of transcripts or academic records from the district the student previously attended. *19 TAC 747.26(a)(1)*.

NON PUBLIC SCHOOLS

Records and transcripts of students from Texas nonpublic schools or from out of state or out of the country (including foreign exchange students) shall be evaluated, and student shall be placed promptly in appropriate classes. The District may use a wide variety of methods to verify the content of courses for which a transfer student has earned credit. *19 TAC 74.26(a)(2)*

DATE ISSUED: 9/30/2003

UPDATE 71

FDA(LEGAL)-A

AUTHORITY	<p>The Superintendent is authorized to accept or reject any transfer request, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.</p> <p>A resident Student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester.</p>
TRANSFER REQUESTS	<p>A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.</p>
FACTORS	<p>In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.</p>
REVOCAION OF TRANSFER	<p>A transfer student shall be notified in the written transfer agreement that he or she must follow l rules and regulations of the District, including those for student conduct and attendance, and that violation of the District's rules and regulations may result in revocation of the transfer agreement. The effective date of the revocation shall be set in accordance with the written transfer agreement.</p> <p>Written notification of any transfer revocation shall be sent to the school district of residence.</p>
TUITION	<p>If the District charges tuition, the amount shall be set by the Board, within statutory limits.</p>
WAIVERS	<p>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian, (See FP).</p>
NONPAYMENT	<p>The District may initiate withdrawal of students whose tuition payments are delinquent.</p>
APPEALS	<p>Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.</p>