

**Ector County Independent School District
Odessa, Texas**

Memorandum

TO: Board of Trustees
FROM: Tom Crowe, Superintendent of Schools
SUBJECT: DECISION TO APPROVE OR DENY STUDENT TRANSFER REQUEST OF PARENT #1
DATE: August 16, 2016

Students are expected to attend the school within the established attendance in which they reside. A request for a student to attend a school outside such attendance area may be initiated by the parent/guardian/eligible student (18 years of age or older).

A transfer committee shall review and may approve transfer requests based on hardship reasons or other reasons not specifically stated in local Board policy.

Any decision by the transfer committee may be appealed to the Board by submitting a written request for a hearing within 10 days after receipt of the transfer decision. The hearing shall be conducted according to procedures outlined in policy FDB(Legal) and FDB(Local).

Take action concerning Student Transfer Request of Parent #1.

Respectfully submitted,

Tom Crowe
Superintendent of Schools