

# Weakley County Board of Education



Monitoring:

Descriptor Term:

## Transfers

Descriptor Code:

6.206

Revised Date:

5/5/2022

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2 The purpose of this policy is to govern the conditions and circumstances under which students may  
3 change schools within Weakley County. In order to assign teachers and schedule classes, it is best if  
4 student registration numbers are determined in the spring. **State Department of Education policies**  
5 **make it mandatory that classes not exceed certain numbers.** Once classes exceed the allowed  
6 number of students, one or more of the following actions will have to be taken: teachers transferred,  
7 students' schedules/teachers changed, additional teachers hired, schools' schedules changed, etc.  
8 Any of these actions would result in disruption to the educational process in Weakley County.  
9 Additionally, a large fine will be imposed in cases where schools do not meet the **mandatory**  
10 **numbers.** The following will govern requests for transfers:

- 11
- 12 1. Students seeking to transfer from one school within Weakley County to another school  
13 within Weakley County **for the upcoming school year** must make the request to transfer  
14 during the open enrollment period scheduled by the school system. Beginning on the  
15 Monday after Spring Break, for a period of two weeks, the district will post on the website  
16 the schools and number of spaces available for enrollment. Following this two-week period,  
17 the open enrollment period will begin. The open enrollment period will begin on the third  
18 Monday following Spring Break and last for thirty days.<sup>1</sup>
  - 19 2. Requests for transfer **during the school year** (i.e. after the opening day of school) will be  
20 considered if both principals consent to the transfer. The Director of Schools may approve  
21 the transfer, or if the situation requires, present the request to the Weakley County Board of  
22 Education for a decision. Transfers should occur at the end of a grading period whenever  
23 possible.
  - 24 3. When a student must change schools as a result of **moving from one community to**  
25 **another**, s/he must contact each school's Principal/Counselor for exiting/entering  
26 information/procedures.
  - 27 4. No transfer in Weakley County will be considered when a student is under disciplinary  
28 action from another school.
  - 29 5. The Board may deny admission of any student who has been expelled or suspended from  
30 another school system even though the student has established residency in Weakley County.  
31 The Director, or his designee, shall investigate the facts surrounding the suspension from the  
32 former school system and make a recommendation to the Board. If a student is accepted for  
33 admission and it is determined that the student is under disciplinary action in another school  
34 system, the Board may dismiss the student.

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<sup>1</sup> SB788/HB1305

- 1        6. The enrollment in, or the transfer to, any Weakley County School, either from within or
- 2        outside the county, which would result in the student living with a person or persons not
- 3        having legal custody of the student, must have the approval of the director of schools or
- 4        his/her designee.
  
- 5        7. The student must furnish his own transportation if s/he is attending a school outside of his
- 6        zone or residence.
  
- 7        8. The student must maintain satisfactory attendance, behavior, and effort to remain in the new
- 8        school.
  
- 9        9. All transfers will be approved or denied in accordance with Tennessee state law.

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Cross Reference:  
6.318 Admission of Suspended or Expelled Students