



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2848
(310) 842-4220

Dear Parent/Guardian:

The Culver City Unified School District has been notified by the Los Angeles Unified School District (LAUSD) that they will limit out-going Interdistrict permits to reasons of **“Parent Employment”** and **“Senior Status”** beginning the 2010/2011 school year. **Parents may still submit applications to LAUSD requesting permits to attend unique educational programs or exceptions to their new policy.** Please see the attached page for a list of required documents for each reason for request. (This new list is to be used by all school districts in Los Angeles County).

LAUSD has indicated that they will grant requests on the basis of **“Parent Employment”** if a parent/guardian works inside CCUSD boundaries. LAUSD will also grant requests on the basis of **“Senior Status”** for students who currently attend CCUSD and will be entering grade 5, 8 or 12 for the 2010/2011 school year.

If your student does not fit the criteria indicated by LAUSD, please apply anyway starting April 1, 2010 at www.lausd.net. **It is extremely important that you keep a copy of the application and all documents submitted.** If LAUSD denies your permit you will have the opportunity to appeal. LAUSD will notify parents of their appeal procedures if a request is denied. If denied, appeal promptly and within the timeframe indicated in the letter—otherwise an appeal may not be granted. Please notify the CCUSD Permit Office if your permit request is denied so we can assist you with your appeal.

If LAUSD issues a final denial, you may appeal to the Los Angeles County Office of Education (LACOE). The LACOE **“Interdistrict Attendance Appeal Packet”** is posted on their website. For your convenience, go to www.ccusd.org, and click on **“New LAUSD Permit Procedures.”** Hard copies of the Appeal Packet will also be available at school offices. **Read the packet carefully and submit all appeal documentation on time**—or your appeal may not be granted. Please remember to keep a copy! Appeal documents must be physically received by LACOE within 30 calendar days from the date of the final denial letter from LAUSD. We will be happy to help you prepare your appeal. Please note that you may not appeal to LACOE until all appeals have been exhausted at LAUSD.

CCUSD will make every attempt to keep current permit students **“provisionally”** enrolled, upon approval by the requested school, until the appeal process has been exhausted.

To further assist you in preparing your application and appeal, CCUSD will hold information meetings for parents and workshops for parents who need Internet access and/or assistance with their letters and appeals. The dates for future workshops will be posted on our website. The first information meetings are as follows:

- Wednesday, March 24, 2010 (5:00-6:30 p.m.) at the Robert Frost Auditorium (adjacent to Culver City High School), 4401 Elenda Street, Culver City.
- Wednesday, April 7, 2010 at the CCUSD Board Room, 4034 Irving Place, Culver City. Information sessions in Spanish will be held at 8:00 a.m. and 10:00 a.m. and, in English, at 9:00 a.m. and 11:00 a.m.

Respectfully yours,

Dr. Myrna Rivera Coté
Superintendent