

Act 420 (RS 17:4035.1) Data Collection

2024-2025 Frequently Asked Questions

1. What is Act 420 (R.S. 17:4035.1)?

In 2021, the Louisiana Legislature passed Act 420 (R.S. 17:4035.1). One provision of this law mandates that public school districts report data around student transfer requests, including the number of interdistrict and intradistrict transfer requests received, accepted, appealed, and denied.

2. What data needs to be reported?

Each LEA is required to report the number of interdistrict and intradistrict transfers requests received, accepted, appealed, and denied during your system's transfer period, to the best of your knowledge. Your LEA's transfer request period is defined within your LEA's transfer request policy.

3. What is the deadline for submitting?

The deadline is Monday, October 14, 2024.

4. Where should data be submitted?

Data should be submitted via the Jotform linked here: <https://form.jotform.com/242414707023144>

5. What happens if an LEA does not submit data by the deadline?

LEAs that do not submit required data by the deadline (Monday, October 14, 2024) will be shown as "not reported" in all reporting provided to the Legislature.

6. What is considered a "transfer request"?

"Transfer requests" are requests for students to transfer from a D or F school to an A, B, or C school, pursuant to local policy during the defined transfer period (which must begin no later than March 1 and end no earlier than March 30).

7. Are any LEA's exempt from having to complete this data submission?

Yes, all Charter LEA's are exempt and do not have to complete the Jotform.

8. Where can I find my district's transfer request policy?

Pursuant to R.S. 17:4035.1(F)(3), each school governing authority was required to post their policy to their website no later than January 1, 2022, and report this policy to the state Department of Education no later than January 30, 2022.

Based on state guidelines, transfer periods must extend, at minimum, from March 1 to March 30 each year, but may extend as late as July 30, depending on the LEA's local governing authority's transfer policy.

9. Why does data have to be submitted via Jotform by each LEA, as opposed to data just being generated using state-level data systems?

The law requires the LDOE to provide the number of interdistrict and intradistrict transfer requests received, accepted, appealed, and denied. Not all of these numbers are collected via statewide data systems, and some are only available at the local level (e.g., requests that are appealed or denied).

10. What is considered an interdistrict transfer request?

Interdistrict transfer requests are requests for students to transfer into your public school LEA from another public school LEA during your system's transfer period, as defined in your system's transfer request policy.

11. What is considered an intradistrict transfer request?

Intradistrict transfer requests are those where students transfer from one school to another within the same LEA during your system's transfer period, as defined in your system's transfer request policy.

12. What happens if my LEA does not have a transfer request policy on file?

Pursuant to R.S. 17:4035.1(F)(3), each school governing authority was required to post their policy to their website no later than January 1, 2022, and report this policy to the state Department of Education no later than January 30, 2022.

If your LEA has not posted such a policy, mark that box in the Jotform, and then report zeros for all boxes in the Jotform regarding numbers of inter- and intradistrict transfer requests.

13. Are there exceptions to what should be counted as a transfer request denial?

Yes, schools with selective admissions who deny a transfer request due to selective admission criteria are not required to report these as denials.

Denying a transfer due to lack of capacity **is not considered an exception** to the reporting requirements of this law. While denying a transfer due to lack of seating capacity may be a valid reason to deny a transfer, it still must be reported as a denial under this law.

14. Where can I reach out for additional assistance?

For additional support, please reach out to systemsupport@la.gov.