**Procedure:**

1. When a charter school pupil has been expelled or left Julian Charter School before the year is completed, a notification letter will be sent to the superintendent of the school district of residence. (See notification letter template on following page.)
2. Julian Charter School will provide the district of residence with a copy of the cumulative record of the pupil, including a transcript of grades or report card, and health information regarding the pupil upon receipt of written request.

Original Procedure 09/12/06

Revised Procedure 03/10/17

Revised Procedure 09/08/17

Revised Procedure 06/05/2020