

# SANBORN REGIONAL SCHOOL DISTRICT

## SRSD File: JCB-R

### CHANGE OF ASSIGNMENT / MANIFEST EDUCATIONAL HARDSHIP PROCEDURE

#### Statement of Purpose

This regulation describes the procedure to be used when a parent(s), guardian(s), or emancipated student wishes an assignment based upon manifest educational hardship.

#### Statement of Procedure

The following procedures will be utilized where a parent(s), guardian(s), or emancipated student seeks a change of assignment within the district, or a waiver of assignment from attending any school in the district based on an assertion that the current assignment constitutes a manifest educational hardship:

1. The parent(s), guardian(s), or emancipated student shall make a written request, through the Superintendent's office, detailing the specific reasons why they believe that the current assignment constitutes a manifest educational hardship.
2. The board will schedule a time at a regular board meeting held within thirty (30) days of receipt of the written request of the parent(s), guardian(s), or emancipated student to hear the parent(s), guardian(s), or emancipated student's request. At such time, the parent(s), guardian(s), or emancipated student may address the board. The board will hear the parent(s), guardian(s), or emancipated student's request in non-public session, subject to the right of the parent(s), guardian(s), or emancipated student to have the matter heard in public session.
3. The parent(s) or guardian(s) of the pupil, or an emancipated student, may use whatever information they deem appropriate to support their request. At a minimum, however, the parent(s), guardian(s) or emancipated student must submit information demonstrating to the school board that the current assignment is detrimental or has a negative effect on the pupil's education.
4. In determining whether the current assignment of the pupil constitutes a manifest educational hardship, and what the corresponding appropriate action should be (which may include, but not be limited to, assignment to a public school in another district) the board shall consider all information given it by the parent(s), guardian(s), or emancipated student, the recommendations of the Superintendent of Schools, and any other information which the board deems relevant and useful.
5. The board reserves the legal right to make a determination on whether a given request constitutes a manifest educational hardship and what the corresponding action should be, on a case-by-case basis.
6. The board will render its decision in writing within fifteen (15) days after the board meeting in which the parent(s), guardian(s), or emancipated student addressed the board.
7. Parent(s), guardian(s), or an emancipated student may appeal the board's decision to the New Hampshire State Board of Education under the rules described in RSA 541-A.

**History:**

Effective: July 29, 1998  
Approved: October 21, 1998  
Reaffirmed: June 12, 2019