

**Colquitt County School District**  
**Procedure for Implementation of**  
**O.C.G.A. 20-2-2131 (HB 251)**

Page 1..... Introduction and Listing of Available Space  
Page 2..... Definitions and Related Information  
Page 3..... Procedure  
Page 4 ..... School Attendance Request Form

Based on enrollment data as of July 1, 2016, it is anticipated that space will be available in some grades in all elementary schools in Colquitt County for School Year 2016-2017. It should be noted that definitions and other information related to the implementation of the provisions of state law OCGA 20-2-2131 are listed at this site, and include the transfer request form that must be submitted for consideration. Students attending a school other than in the zone of residence who had applied for and received permission prior to May 27, 2009 are grandfathered to continue at the school of choice, and an additional application is not necessary. Bus transportation is not provided for students attending outside their zone of residence. Those having questions should call the Office of the Superintendent at 229-890-6206.

Projected available space includes:

- Cox Elementary School – fourth and fifth
- Doerun Elementary School – second, fourth, and fifth
- Funston Elementary School – kindergarten
- Hamilton Elementary School – kindergarten, third, and fifth
- Norman Park Elementary School – third and fourth
- Odom Elementary School – kindergarten, first, third, and fourth
- Okapilco Elementary School – kindergarten, first, fourth, and fifth
- Stringfellow Elementary School – kindergarten, first, and fifth
- Sunset Elementary School – kindergarten, third, fourth, and fifth
- Wright Elementary School – kindergarten and first

## **Definitions and Related Information**

Capacity, for the purpose of accepting additional out-of-zone students, is defined as the number of students enrolled in a particular classroom not to exceed the following; kindergarten - 20 students; grades one, two , and three - 21 students; grades four and five - 25 students. It should be noted that if additional students who are within zone enroll during the course of the school year, capacity shall be defined as maximum class size as established by the Georgia State Board of Education. In the event maximum class size is exceeded, out of zone students shall be returned to their zone of residence according to 1) out-of-county students on a last-enrolled, first-out basis 2) out of zone in-county students on a last-enrolled, first-out basis.

Available classroom space is defined as the number of classrooms available based on staffing to ensure services to those children who are presently enrolled and/or live within the attendance boundaries of a particular school.

Those students who were attending a particular school regardless of residence on May 27, 2009 are grandfathered in for attendance purposes.

Those students attending Needs Improvement schools that must offer public school choice and are located within the Colquitt County School District shall be given first priority.

Those circumstances presently included in Georgia law that guarantee rights of attendance under certain circumstances for twins and children of employees shall have priority.

Transportation shall be at the expense of the parent/guardian for those attending from outside the school attendance zone.

Students who reside within the Assignment Zone shall be considered in zone based on first placement.

Zone of residence refers to the school attendance zone in which the legal residence of the student is located.

## **Procedure**

The procedure for implementation shall follow the timeline:

June 22, 2009 - Procedure presented to the Colquitt County Board of Education for review, discussion, and approval.

July 1 annually - Latest date on which information describing procedure, capacity listed by school, and including forms for application shall be included on home page of web site for Colquitt County Schools.

July 24 annually - Applications shall be reviewed for determination of capacity and placement. Note: Parents may continue to submit applications for placement throughout the school year with immediate placement if capacity is not met. Students will be placed on a first-to-request basis.

July 31 annually - Parents who have made requests shall be notified of approval or denial no later than this date for those applications received by July 24 annually.

**Colquitt County School System**  
**School Attendance Request (House Bill 251)**  
**School Year \_\_\_\_\_**

Dear Parent or Guardian:

Under a 2009 state law (O.C.G.A. 20-2-2131), parents/guardians may request a transfer to another school within the Colquitt County School District. In order for you to request permission for your child(ren) to attend a school other than his/her assigned school, you must complete this form in its entirety.

I am requesting permission for my child(ren) whose name(s) and other relevant information are listed below to attend \_\_\_\_\_ School. My child(ren) is (are) presently assigned to attend \_\_\_\_\_ School based on the location of my residence.

First Name	Middle Name	Last Name	Birthdate	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

By signing this document of request you are acknowledging that if your request is approved ***it is conditional***. In the event that maximum class size is exceeded anytime during the school year; any child attending based on the provisions of this law shall be returned to his/her assigned school based on the principle of "last in, first out". If attendance and tardiness becomes an issue, your child may be asked to return to the school of residence. ***Transportation is your responsibility.***

Parent/Guardian (Please Print) \_\_\_\_\_ Date \_\_\_\_\_  
 Residential Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone Number \_\_\_\_\_ (Work) \_\_\_\_\_  
 (Home) \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_

For Office Use Only:

<b>Principal's Office:</b>
Date Received: ____/____/____ Is space available: ____ yes ____ no Recommend for approval: ____ yes ____ no Signature: _____ Date: ____/____/____
<b>Superintendent's Office:</b>
Superintendent or Designee's Signature:  _____
Approved _____ Yes _____ No _____
Date: ____/____/____