



SUPERINTENDENT OF SCHOOLS  
DR. MARK SCOTT

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## **PUBLIC SERVICE ANNOUNCEMENT**

**FOR IMMEDIATE RELEASE: JUNE 29, 2018**

(Release #2017/18 – 284)

Contact: Beth McLaughlin, Director of Community & School Affairs, 478-988-6390, ext. 0, [Beth.McLaughlin@hcbe.net](mailto:Beth.McLaughlin@hcbe.net)

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### **HB224 School Transfer Option Based on Space Availability**

HOUSTON COUNTY, GA – The 2017 Georgia General Assembly approved House Bill 224 (HB224), for military service members who live in base housing. HB224 allows military families the option to request any school within the school system *based on space availability*, if the family resides on base or in off-base military housing. School districts determine available classroom space after all assigned students have been enrolled.

In accordance with the law, the Houston County School System created a process for parents to exercise this school transfer option and a process to determine space availability. Openings are grade specific within schools.

Applications will be accepted July 1, 2018, through August 20, 2018. If a military service member moves to Houston County and lives on a military base or off-base in military housing, the application must be submitted within 10 school days of registering their child(ren) at Central Registration.

Parents who desire to request a school transfer may print a “2018-2019 Application to Request HB224 Public School Transfer” from the website or pick up a form from any school. Applications will be approved based on the order in which they are received. Families that request a transfer will be notified of approval or denial by August 27, 2018. If the application is submitted after this date, families will be notified the following week after submitting the application.

The schools with classroom space availability will be finalized based on enrollment on the tenth day of school, August 14, 2018. This allows time for a more accurate enrollment number at each school based on new students and school withdrawals.

All students will begin the school year at their zoned school. Approved transfers will be effective by September 4, 2018, following notification or within a week of submitting an application during the school year. Parents who transfer their children under HB224 are required by law to assume all costs and responsibilities related to the transportation of the student to and from school as long as the child remains at that school.

MORE

**P.O. Box 1850 • PERRY, GEORGIA 31069**  
**(478) 988-6200 • FAX (478) 988-6259**  
**WWW.HCBE.NET**

## **HB 224 School Transfer Option Based on Space Availability / page 2 of 2**

Applications for transfer must be mailed to the Assistant Superintendent for School Operations, Dr. Richard Rogers. The address is: Houston County Board of Education, P.O. Box 1850, Perry, Georgia, 31069. **Schools are not accepting these applications.**

Information regarding HB224 is posted to the Board of Education website, [www.hcbe.net](http://www.hcbe.net), to include the [School Zones webpage](#). The implementation procedures and an application to request a transfer through HB224 follow. For more information, contact School Operations at 478-218-7513.

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## **HB 224 (2018-2019) - Implementation Procedures**

1. Parents of Houston County School System students will be notified of HB224 by July 1st of each year.
2. Parents may get an “Application to Request HB224 Public School Transfer” from their zoned school or may download a copy from [www.hcbe.net](http://www.hcbe.net) beginning July 1.
3. Applications for transfer must be mailed to the *Assistant Superintendent for School Operations*, HCBOE, P.O. Box 1850, Perry, GA, 31069.
4. Applications for transfer will be available online July 1, 2018. Applications will be accepted July 1, 2018, until August 20, 2018. After the August 20<sup>th</sup> deadline, applications will be accepted as a military service member moves on a military base or off-base in military housing.
5. After the August 20<sup>th</sup> deadline, applications must be received within 10 school days of a military service member, who lives on a military base or off-base in military housing, enrolling his/her child(ren) at Central Registration.
6. Capacity will be determined by a school’s enrollment on the tenth day of the school year after all assigned students have been enrolled.
7. In the event the number of transfer requests exceeds the available capacity in the particular school, requests will be approved based on the order in which they were received.
8. Parents will be notified of the approval or denial of their request the following week after the deadline or after submitting the form during the school year.
9. All students are to begin the school year at their zoned school. Students with approved transfers will begin the new school no later than **September 4, 2018**, or within a week after submitting the form during the school year.
10. Once a request is approved, the parent assumes all costs and responsibilities related to the transportation of their child to and from the school so long as the child remains at that assigned school.

Dr. Richard Rogers, Assistant Superintendent  
*Office of School Operations*  
478-218-7512

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# Houston County Board of Education

P.O. Box 1850, Perry, Georgia 31069

## **2018-2019 APPLICATION TO REQUEST HB224 PUBLIC SCHOOL TRANSFER**

**MUST BE POSTMARKED BY AUGUST 20, 2018, OR  
WITHIN TEN SCHOOL DAYS OF ENROLLING AT CENTRAL REGISTRATION**

*(Georgia Department of Education House Bill 224, 2017)*

Parents: Please complete an application for EACH individual student and MAIL (applications will not be accepted at the school site) to:

*Dr. Richard Rogers, Assistant Superintendent  
HCBOE School Operations  
P.O. Box 1850  
Perry, GA 31069*

Under a 2017 state law (O.C.G.A. § 20-2-295), a military service member who lives on a military base or off-base in military housing may request a transfer for his/her child(ren) to another public school within their local school district if space is available. If you want to request a transfer, please complete the information below.

### STUDENT INFORMATION

Today's Date \_\_\_\_\_ Student's Name \_\_\_\_\_

Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Special Education Placement? YES or NO If yes, what is exceptionality \_\_\_\_\_  
(circle one)

Name of Custodial Parent/Guardian Requesting Transfer \_\_\_\_\_

Home Address \_\_\_\_\_ GA \_\_\_\_\_  
Street City State Zip

Phone Number \_\_\_\_\_ E-Mail \_\_\_\_\_

SCHOOL CHILD IS ZONED TO ATTEND \_\_\_\_\_

.....

### PARENT REQUEST FOR SCHOOL TRANSFER

I \_\_\_\_\_ am requesting a transfer for \_\_\_\_\_  
Name of Parent/Guardian Student's Legal Name

to attend one of the following other schools in the Houston County School System. I fully understand that my child may only receive my first choice of schools if space is available at the time this request is approved by the local school district.

#### Parent/Guardian Ranked List of Schools for Transfer:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

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

\_\_\_\_\_  
Date