



HOME

LOGIN

SEARCH

GO

Welcome Guest

&gt;&gt;ADVANCED SEARCH&lt;&lt;

eBOARD

MEETINGS

POLICIES

STRATEGIC PLAN

PERFORMANCE

LEGISLATION

RESOURCES

GaDOE

[Home](#) >> [Policies](#) >> JBCCA**Board Policy****Descriptor Code:JBCCA****Student Assignment to Schools**

PRINT



## BOARD POLICY

Descriptor Code: JBCCA

**STUDENT ASSIGNMENT TO SCHOOLS****Adopted: 12/09/2008****School Attendance Areas**

The following applies to all students enrolled in elementary, middle or high school in Houston County:

If either of the natural parents lives in Houston County, the student must attend the school in which the residence of the natural parent(s) is located without regard to whether the student lives with the parent or with a guardian; or if both parents live in Houston County and are separated, divorced or living apart for any reason, the child must attend the school in the zone in which the adult resides who has physical custody under a court order on a temporary or permanent basis.

The following constitute exceptions to this policy:

1. Children with medical problems documented on the Board of Education standard form by their family physician may be zoned to the school best suited to their medical needs upon approval by the Assistant Superintendent for School Operations or Board of Education.
2. Children who have been legally assigned to foster care may attend the school in the zone in which the foster parent lives.
3. A student eighteen (18) years or older who establishes his/her own bona fide residence may attend the school zone in which that student is a resident. Bona fide residence of student eighteen (18) years of age or older shall mean the student is domiciled in Houston County and intends to remain, has his or her own residence and is not dependent upon any resident or non-resident for more than 50% of his or her support.

The enrolling principal has the discretion to require a new student to provide proof of residency to include but not be limited to:

- a. Rent receipts
  - b. Utility bills
  - c. Address verification
  - d. Records from previous school
  - e. Any other good and sufficient evidence deemed appropriate by the school principal.
4. A student who has successfully completed the junior year (has met all requirements for promotion to grade 12 at the end of the regular school term) will be allowed to complete the senior year at the same school if the parents move out of that school zone after the end of the student's junior year but maintain residence in Houston County.
  5. If school personnel determine that a parent or guardian has used false information to enroll a child in a school other than the school in the zone in which the parent or guardian resides, the child shall be withdrawn not later than the last day of the current grading period and shall be required to attend the school in the attendance zone in which the parent resides.
  6. Students approved for attendance at the Open Campus School(s) at Houston County Crossroads Center, or Houston County Career and Technical Center may be enrolled at these sites regardless of the school zone in which the parent resides.
  7. Out-of-zone attendance may be approved in situations in which the needs and best interests of the pupil are determined by the Assistant Superintendent for School Operations to be overriding factors, but not inconsistent with the orderly operation and best interest of the school system.
  8. All requests for out-of-zone attendance must be submitted in writing to the Assistant Superintendent for School Operations who will review the request and make a recommendation to the Board of Education. Final approval for out-of-zone requests must be made by the Board of Education.

Any request for exception to this policy must be submitted in writing to the Assistant Superintendent for School Operations who will review the request and make a decision. An appeal of this decision may be heard by the Board of Education at the next scheduled meeting.

## **Employees' Children**

1. All full time employees of the Houston County Board of Education may choose the school or schools for their child or children to attend K-12. For the sake of this regulation, a full-time school employee is an individual assigned to a school site for four (4) or more hours each day.
2. All full time employees who reside outside of Houston County who bring their children to Houston County schools will be charged tuition as established by the Houston County Board of Education.
3. Each full time employee covered in paragraphs 1 and 2 above shall choose the school for their child to attend no later than March 31 of each school year and shall follow set procedures to request an out-of-zone annually. The child will remain in the school so chosen for all of the school year.
4. Any person in Paragraphs 1 and 2 choosing a school located out of the zone where that person resides will be responsible for all transportation to and from school.
5. Persons in Paragraphs 1 and 2 having children of a high school age are hereby notified that transferring their child from one school to the other may jeopardize the child's eligibility for extracurricular activities governed by the eligibility rules of the Georgia High School Association.
6. Full-time personnel may enroll their child in the pre-kindergarten program at the school of their choice, provided the child meets age-eligibility requirements and the application is completed and submitted according to first-come, first-served guidelines.

## **School Zone Changes**

The Board of Education shall make changes in school attendance zones as needed. Factors that may necessitate zoning changes include, but are not limited to, the following: opening one or more new schools, enlarging an existing school, addressing overcrowding or growth patterns in one or more schools. All changes in school zones shall be made in accordance with State and Federal laws and regulations.

Changes in attendance zones shall require that all students enrolled in Houston County Schools attend the school in the zone to which they are assigned except as outlined in other provisions of this policy.

If zoning changes cause the reassignment of students in high school, students who will be in grade twelve at the time the zoning change takes effect may attend the school in the new attendance zone, or the child and family may exercise the option to remain in the previously assigned school until the student completes high school. This option is for seniors only.

In order to exercise this option, the parent or guardian must:

1. submit in writing to the Assistant Superintendent for School Operations +an out-of-zone request according to a specified deadline;
2. accept responsibility for the transportation of the student(s).

In all cases the option to remain in the previously assigned school must be exercised prior to the beginning of the school year in which the zoning change occurs. A student may choose at any time to attend the school in the zone in which he/she resides, but the option to attend a previously assigned school is available only at the beginning of the school year in which a zoning change takes effect.

When a new high school is opened, it will not have a twelfth-grade class. Transportation will be provided to these seniors to the school where currently enrolled.

When attendance zone changes occur at the elementary or middle school as a result of Board action, all students regardless of grade will transfer to zoned school. There are no grandfathering options for elementary and middle school students.

**ADOPTED: 9/8/81**

**REVISED: 5/11/82; 9/11/84; 8/13/85; 4/11/89; 10/10/89; 11/10/92; 1/8/93; 6/14/94;  
8/9/94; 5/9/95; 11/14/95; 10/8/96; 5/12/98; 2/9/99; 8/8/00; 9/14/04;  
12/09/08**

## **HOUSTON COUNTY SCHOOL SYSTEM**

Houston County Schools

Date Adopted: 9/8/1981

Last Revised: 12/9/2008

**NOTE:** *The State of Georgia has moved the Georgia Code. This new environment no longer allows us to link directly to the Georgia Code. For example enter 20-02-0211 in the search window and the Georgia Code will appear.*

**Georgia Code      Description**

<https://eboard.eboardsolutions.com/ePolicy/policy.aspx?PC=JBCCA&Sch=4089&S=4089...> 9/2/2009

- O.C.G.A. 20-02-0294 [Permanent classrooms; student commuting distance; reassignment; cost of transportation](#)
- O.C.G.A. 20-02-0071 [Placement of twins or higher order multiples in the same classroom](#)
- O.C.G.A. 20-02-2113 [Special Needs Scholarship - Annual notification of options available to parents of special needs students](#)
- O.C.G.A. 20-02-2130 [Public School Choice - Definitions](#)
- O.C.G.A. 20-02-2131 [Public School Choice](#)
- O.C.G.A. 20-02-0290 [Organization of schools](#)
- O.C.G.A. 20-02-0293 [Student attending school in system other than system of student's residence](#)
- O.C.G.A. 20-02-0059 [LBOE rule-making authority](#)
- O.C.G.A. 20-02-0060 [Consolidation of county schools](#)
- Rule 160-4-8-.16 [Unsafe School Choice Option \(USCO\)](#)
- Rule 160-5-1-.28 [Student Enrollment and Withdrawal](#)
- Rule 160-5-4-.09 [Limited Public School Choice](#)

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

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Date:

9/2/2009

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