



Muscogee County School District

2960 Macon Road Columbus, GA 31906

For Immediate Release

www.muscogee.k12.ga.us

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MEDIA RELEASE

2016-2017 Hardship Application Process Opens May 2nd

(Columbus-GA)-Parents and legal guardians may apply for a Hardship Request for the 2016-2017 school year Monday, May 2 – Friday, May 20, 2016, by 5:00 p.m. Applications for hardships are accepted online at www.muscogee.k12.ga.us, forms are available at all schools and the district's Central Registration office. Parents are encouraged to apply online beginning Monday, May 2, 2016. Completed hard copies of the hardship request form should be submitted to the Division of Student Services Central Registration Office, which is located at 2960 Macon Road.

Requests for hardship transfers to another school are *only* approved under certain conditions, are based on *space available* at the requested school and the validity of the stated reason for the transfer request. Hardship approvals and denials will be sent by mail to the parent or legal guardian no later than the end of June 2016. The deadline for hardship transfer requests is Friday, May 20, 2016, 5:00 p.m. Exceptions to the deadline include parents or legal guardians of students who are *new* to the district.

The Muscogee County School District *does not* provide transportation for approved transfers. In addition, students who display continuous disruptive behavior and/or excessive tardiness and absences may be subject to reassignment to their home school.

Hardship requests are *automatically denied* for the following reasons:

1. Inadequate documentation to support hardship.
2. No available seats due to class size restrictions at requested school.
3. The inability to accommodate all siblings.
4. The request is based on:
 - a. You are unhappy with or dislike your student's current assigned school.
 - b. The requested school would be more convenient due to its location.
 - c. School performance or state assessment scores.

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- d. Your student would like to play sports or extracurricular activities for the requested school.
- ❖ NO APPEALS for hardship decisions will be granted due to state-mandated class size restrictions.
 - ❖ Students who display continuous disruptive behavior and/or excessive tardiness and absences may be subject to reassignment to their home school.
 - ❖ Eligibility for Georgia High School Association governed activities such as Athletics, Literary Events, may be lost by a student granted a hardship, especially where a high school student has already attended another high school in the school district. Parents are encouraged to discuss eligibility with the school principal *before* applying for a Hardship Request.

Hardship requests may not be submitted for the following schools:

- Britt David Elementary Magnet Academy
- Clubview Elementary School
- Columbus High School
- Wynnton Arts Academy

The Muscogee County School District maintains attendance zones for school assignments. Parents are encouraged to register students at the school of assignment based on the legal residence.

For more information, parents and guardians may contact the zoned school of assignment or centralregistration@muscogee.k12.ga.us. Media representatives should contact communications@muscogee.k12.ga.us .

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Dear Parent or Guardian: The Muscogee County School District (MCSD) offers several student transfer options. The attached form is required when a request has been made for a Hardship Transfer. If you are seeking a transfer through the provisions of Senate Bill 10, please read item 8 below carefully. Please review the information below carefully before submitting it, and if you have any questions about the process or the form, please contact: Devon Tucker, Hardship Transfer Liaison, 706-748-2000.

Information about Hardship Transfer Requests:

1. Hardship transfer requests are considered on a case-by-case basis. Determinations about hardship transfers consider space and programing availability at the requested school. Hardship approvals and disapprovals will be communicated by phone or email to the requesting parent or legal guardian no later than the end of June.
2. Hardship requests cannot be granted for the following schools:
 - Britt David Elementary Magnet Academy
 - Clubview Elementary School
 - Columbus High School
 - Wynnton Arts Academy
3. Hardship transfer requests will be automatically denied where:
 - a. Inadequate documentation to support hardship is provided.
 - b. There are not available seats at the requested school due to class size restrictions.
 - c. The MCSD cannot accommodate all siblings.
 - d. The request is based on:
 - i. Parent / guardian is unhappy with or dislike your student's current assigned school.
 - ii. Parent / guardian's sole reason for the request is convenience due to physical location.
 - iii. School performance or state assessment scores.
 - iv. A desire to play sports or participate in extracurricular activities at the requested school.
4. NO APPEALS for hardship decisions will be granted due to state-mandated class size restrictions.

5. **TRANSPORTATION:** Transportation is not provided by the MCSD once a Hardship is approved. By initialing below, the parent /guardian is indicating understanding and agreement that transportation will not be provided. By initialing below, s/he is agreeing to waive any transportation provided by the MCSD and / or required by the relevant student's Individualized Education Program (IEP), and to amend the relevant IEP to remove transportation.

Please initial here _____ to show that you have read and are in agreement with the transportation hardship requirements listed above. You are indicating that you understand that if a hardship transfer is granted, your child will not be transported by the MCSD.

6. Students who display disruptive behavior and/or excessive tardiness and absences may be subject to reassignment to their home school.
7. Students who are granted hardship transfers may lose eligibility to participate in Georgia High School Association (GHSA)-governed activities such as Athletics and Literary Events. This is particularly likely where a high school student has already attended another high school in the school district. Parents / guardians / students should become familiar with GHSA regulations and their impact on the student prior to seeking a transfer.
8. Senate Bill 10 (SB10) creates the Georgia Special Needs Scholarship. This is a parental choice program for special needs students attending Georgia public schools who are served under an IEP. SB10 transfers are not being accepted for the 2016/17 school year. If you are seeking to transfer a student from one MCSD school to another using the provisions of SB 10, please use this application to request a school change.
 - a. SB10 requests to transfer to private schools are processed by the Georgia Department of Education. For more information, please contact the GaDOE: Aquanda Cummings / Phone: 404-656-4328 / Email: acummings@doe.k12.ga.us

By signing below, I acknowledge that I have reviewed and understand the policies and information contained above.

(Date)

(Signature of Parent or Legal Guardian)

Please Print Legibly

Muscogee County School District

Do Not Erase

Parent Request for Student Reassignment Due to Hardship

Name _____ Birthdate _____ Sex: Male _____ Female _____
(Last) (First) (Middle)

School assigned before appeal _____ School assignment you are requesting _____ Assigned grade _____

Is student in Special Education classes? ___ Yes ___ No If yes, what kind? _____
*By signing and submitting this form, the parent / guardian named above is certifying that s/he is agreeing to waive any transportation provided by the relevant student's Individualized Education Program (IEP), and to amend the relevant IEP to remove transportation.

Parent/Legal Guardian:

Name _____ Telephone No. _____

Street Address _____ City _____ State _____ Zip _____

Email Address _____

Reason(s) for Requesting Reassignment -Please Check ONE

___ Daycare (Elementary Only) -A letter from the provider is required stating transportation delivery/pick-up policy.

___ Sibling (name) _____

___ Sibling w/SPED Assignment (name) _____

___ Muscogee County School District Employee

Employee Name _____ Employee Number _____ Location _____

___ Other - Give Reasons Below - All supporting documentation must be attached at this time.

Multiple horizontal lines for providing reasons for reassignment.

(Date)

(Signature of Parent or Legal Guardian)

Apreciados padres o encargados: el Distrito Escolar del Condado de Muscogee (MCSD) ofrece varias opciones de transferencias para el estudiante. El formulario adjunto será necesario para presentar cualquier solicitud para una Transferencia por Adversidad. Si quiere presentar una transferencia bajo la Ley 10 del Senado, por favor, asegúrese de leer la información del punto 8 más abajo. Revise la información cuidadosamente antes de presentarla. Si tiene cualquier duda sobre el proceso o este formulario, póngase en contacto con: Devon Tucker, contacto de Solicitudes por Adversidad al 706-748-2000.

Información sobre las solicitudes de Transferencias por Adversidad:

1. La solicitud para una transferencia por adversidad se considerara caso por caso. La decisión se hará de acuerdo con el espacio y disposición en la escuela solicitada. Le comunicaremos al solicitante padre o encargado legal a más tardar a finales de junio la sobre la aprobación o desaprobación de esta solicitud.
2. Se negaran las solicitudes por Adversidad para las siguientes escuelas:
 - Britt David Elementary Magnet Academy
 - Clubview Elementary School
 - Columbus High School
 - Wynnton Arts Academy
3. La solicitud de transferencia será denegada automáticamente si existen las siguientes razones:
 - a. Insuficiente documentación justificando las dificultades.
 - b. Por no haber asientos disponibles a las restricciones de tamaño de clase en la escuela seleccionada.
 - c. MCSD no pudiera admitir a todos los hermanos juntos.
 - d. Si la petición se basa en:
 - i. Si los padres/encargado(a) no están contentos con la escuela asignada de su hijo(a).
 - ii. Si los padres/encargado(a) creen que sería más conveniente una escuela más cerca.
 - iii. En el funcionamiento de la escuela o por puntuaciones de la evaluación del estado.
 - iv. Si su hijo(a) quiere jugar deportes o participar en actividades extracurriculares en la escuela seleccionada.
4. **NO SE CONCEDERA APELACIONES** por decisiones de transferencia de adversidad debido a las restricciones del tamaño de clase impuestas por el estado.

5. **TRANSPORTACION:** Si se aprueba la transferencia, MCSD no proveerá transporte. Al colocar sus iniciales a continuación, el padre/madre/encargado indicara el entendimiento y el acuerdo que no se proporcionará transporte. Al colocar sus iniciales a continuación, usted acepta renunciar a cualquier transporte proporcionado por el MCSD y / o por el programa de educación individualizado (IEP) y para enmendar el IEP pertinente para eliminar el transporte. Por favor, escriba sus iniciales aquí _____ para confirmar que usted ha leído y está de acuerdo con los requisitos de transporte mencionados anteriormente referente a esta transferencia. Está indicando que entiende que si se concede una transferencia de adversidad, MCSD no se le proveerá transporte a su hijo(a)

6. Los estudiantes que muestren un comportamiento disruptivo continuo o que tengan tardanzas y ausencias excesivas serán sometidos a una reasignación a su escuela hogar.
7. Los estudiantes que reciben transferencias por adversidad pueden perder la elegibilidad para participar en las actividades reguladas por la Georgia High School Association (siglas en inglés, GHSA, Asociación de Escuelas Secundarias de Georgia) tales como deportes y eventos literarios. Esto será posible en caso de que el estudiante de escuela secundaria ha asistido a otra escuela secundaria en el distrito escolar. Los padres / encargado / estudiantes deben familiarizarse con las regulaciones de GHSA y su impacto en el estudiante antes de buscar una transferencia.
8. La Ley 10 del Senado (SB10) crea las Beca de Necesidades Especiales de Georgia. Este es un programa de elección para los padres de estudiantes con necesidades especiales que asisten a las escuelas públicas de Georgia que reciben servicios por IEP. No se aceptaran transferencias SB10 para el año 2016/17. Si usted está buscando transferir un estudiante de una escuela de MCSD a otra a través de las disposiciones de la SB10, por favor use esta aplicación para solicitar un cambio de escuela.
 - a. La solicitud SB10 para transferir a las escuelas privadas son procesadas por el Departamento de Educación de Georgia. Para obtener más información, póngase en contacto con el GaDOE: Aquanda Cummings / teléfono: 404-656-4328 / correo electrónico: acummings@doe.k12.ga.us

Al firmar debajo, reconozco que yo entiendo las políticas contenidas en la presente.

(Fecha)

(Firma del Padre/Madre o Encargado)

