THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WESTERN HIGH SCHOOL JIMMY ARROJO, Principal 1200 SW 136th Avenue Davie, FL 33325 Telephone 754-323-2400 Facsimile 754-323-2530 jimmy.arrojo@browardschools.com website – browardschools.com/western twitter @principalarrojo The School Board of Broward County, Florida

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January 2022

Dear Parent or Guardian:

School Board Policy 5.1, Enrollment & Withdrawal, requires families at overcrowded schools to annually submit current proofs of residency to ensure they are enrolled in the assigned school. Our school is currently over 102% of permanent capacity or is anticipated to undergo a boundary change within the next two years. Therefore, you must submit current proofs of residency with your child's course selection card for the 2022-2023 school year. Families who have had a change of address must additionally submit an updated <u>Student Registration Form</u>.

- If the registering parent owns or leases the home, then one proof of residency from both Columns A and B below must be submitted.
- If the registering parent does not own or lease the home, then the homeowner or lessor must provide one proof of residency from both Columns A and B, and the parent/guardian must provide two proofs from Column B. Additionally, both parties must sign a notarized *Affidavit of Shared Housing* form.

Students whose primary residential address is no longer within our school's boundary may remain in our school through the end of the 2021-22 school year upon completion of a <u>School Completion Reassignment Application</u>.

School and district staff are available to assist families who need help with completing the required documentation. All forms can be found on the following district website: http://www.browardschools.com/Parents-Students/Parent-Student-Pages/Register-My-Child-in-School

Required Proofs of Residency All documents must be current and include the name of the registering parent and residential address used for enrollment. Column A Column B Property tax bill Utility bill (i.e., electric, water, waste) 1. Homestead exemption card Telephone or cellular phone bill 2. 3. Deed Verification of tenancy letter from homeowners or Mortgage statement condominium association 4. Home purchase contract, including specified closing date Declaration of Domicile Form from the County within 30 day of enrollment and a copy of the deed to be Records Department provided within 60 calendar days of closing date 5. Florida Driver's License Notarized lease agreement with the name and phone Florida identification card 6. number of lessor 7. Automobile registration Automobile insurance Credit card statement Two consecutive bank statements 11. U.S. Postal confirmation of address change request

Sincerely,

Jimmy Arrojo Principal