

Heron Heights Elementary
Merideth Weiss-Schnur, Principal

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May 10, 2022

Dear Parent or Guardian,

It's hard to believe we are nearing the end of the 2021-2022 school year! As we continue to plan for next school year, it is necessary to gather some detailed information. Please complete the [2022-2023 Student Intentions forms link](#) indicating your child's return to Heron Heights next school year. [Click here to complete the form.](#)

In addition to the electronic forms link, School Board Policy 5.1, Enrollment & Withdrawal, requires families at schools over 102% capacity to re-register their student(s) to ensure they are enrolled in the appropriate school. Heron Heights is currently over 102% of permanent capacity and therefore we must verify addresses and re-register students.

Please submit the attached [Student Registration Form](#) and appropriate proofs of residency for your living situation by the deadline of **May 19, 2022**. Please complete the form in its entirety and turn in copies of the required proofs of residency.

- 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.

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
<ol style="list-style-type: none"> Property tax bill Homestead exemption card Deed Mortgage statement 	<ol style="list-style-type: none"> Utility bill (i.e., electric, water, waste) Telephone or cellular phone bill Verification of tenancy letter from homeowners or condominium association



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

5. Home purchase contract, including specified closing date within 30 days of enrollment and a copy of the deed to be provided within 60 calendar days of closing date	4. Declaration of Domicile Form from the County Records Department
6. Notarized lease agreement with the name and phone number of lessor	5. Florida Drivers License
	6. Florida identification card
	7. Automobile registration
	8. Automobile insurance
	9. Credit card statement
	10. Two consecutive bank statements
	11. U.S. Postal Service confirmation of address change request

If your student(s) is currently on a school board approved reassignment, please note it on the top of the Student Registration Form. We are still requesting proofs of residency from the appropriate columns as indicated above.

Feel free to contact us at 754-322-9150 with questions or concerns. Thank you for your continued support!

Sincerely,

Merideth Weiss-Schnur
Principal