

SENATOBIA MUNICIPAL SCHOOL DISTRICT

104 McKie Street
Senatobia, MS 38668

Jay Foster

Superintendent of Education



March 19, 2019

Dear Parent or Guardian:

The State of MS requires that residency verification be provided each school year. In order to verify residency for the 2019-2020 year, please bring your residency information to the central office located at 104 McKie Street. We will begin the process on April 1, 2019, and will continue until June 10, 2019. **Students whose residency has not been verified by June 10, 2019, will not be given a schedule or put on a class roster.**

DATE	DAY(S)	TIME	PLACE
April 1 to June 10	Monday - Friday	7:30 a.m. to *4:00 p.m.	Central Office
April 2	Tuesday	7:30 a.m. to 7:00 p.m.	Central Office
April 4	Thursday	7:30 a.m. to 7:00 p.m.	Central Office
May 14	Tuesday	7:30 a.m. to 7:00 p.m.	Central Office
May 16	Thursday	7:30 a.m. to 7:00 p.m.	Central Office

**3:00 on Fridays.*

You will need **all three** documents listed below with a completed residency checklist sheet for each student enrolling. The checklist can be found on the district's webpage or at central office.

- **One mortgage document or current lease with expiration date.**
- **One utility within the last 30 days and must be (water, gas, Entergy, or cable) or the verification receipt for turn-on.**
- **One unexpired car tag receipt with an address matching the first two proofs. No titles.**

All verification for Shared Residency will be done by appointment only.

If you will be doing a shared residency, come by the central office to pick up all necessary documentation. Call Nicole Lenard at 562-4897 to schedule an appointment with me and our district notary. Please have all required documentation upon arrival.

NO RESIDENCY WILL BE DONE ON AUGUST 6TH, 7TH, OR 8TH.

Sincerely,

John David Weeks

**SENATOBIA MUNICIPAL SCHOOL DISTRICT RESIDENCY AND DOCUMENTATION CHECKLIST
SCHOOL YEAR 2019-2020**

(TO BE COMPLETED BY PARENT or LEGAL GUARDIAN)

Name of Student: _____ Grade: _____

Name of Parent, Legal Guardian: _____

Address of Parent, Legal Guardian: _____

Please note that a Post Office Box is not acceptable as a residence address.

Is your child currently under suspension or expulsion from another school district? Yes No

Home Language Survey (HLS)

1. Does your child speak any language other than English? () Yes () No
2. If yes, what was the first language your child learned to speak? _____
3. What language does your child speak most often? _____
4. Is this child a migrant student? () Yes () No
5. Is this child a homeless student? () Yes () No
6. Is this child a neglected and/or delinquent student? () Yes () No
7. Does this child have any disability (SPED) needs? () Yes () No
If yes, please explain _____
8. Does this child need speech services? () Yes () No
9. Is this child in a gifted program? () Yes () No

I hereby certify that the information given above on this form is a true and correct statement of my legal residence. Should my legal residence change while the above listed student is enrolled in the above cited school district, I will promptly notify the appropriate officials of this school district. Further, I understand that a pupil is not legally enrolled until this form is completed and signed by the parent, guardian, or other adult with whom the student may be living. I understand that a pupil admitted under false information is not legally enrolled and is subject to penalty.

Signature of Parent, Legal Guardian

Date

Telephone Number

RESIDENCY REQUIREMENTS

(TO BE COMPLETED BY THE SCHOOL DISTRICT)

SHARED RESIDENCY _____

- ___ A Documents provided to me by Parent, Legal Guardian:
(One document must be 1, 2 or 3, one must be #4, and one must be #5)
 - ___ 1. Filed Homestead Exemption Application Form
 - ___ 2. Mortgage Documents or Property Deed
 - ___ 3. Apartment or Home Lease (expiration date must be on lease and lease should be on official letterhead and with phone number for contact person)
 - ___ 4. Utility Bills (water, gas, electric, cable) [Bill must be current—within 30 days of residency verification.]
 - ___ 5. Automobile Registration (car tag receipt with name and physical address)

- ___ B Student is living with legal guardian and a certified copy of the Court Decree, or petition if pending was received declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.

- ___ C A certified birth certificate is required of all children enrolling in the Senatobia Municipal School District (includes parent's names(s), city, state, county of birth, along with birth date)

- ___ D Final report card (and copy of transcript for grades 9-12) if entering at the beginning of the school year; official withdrawal form or most recent report card (and copy of transcript for grades 9-12) if entering during the school year.

- ___ E Mississippi Certificate of Compliance Immunization Form 121

School District-Representative

Date