

**PLEASE READ ALL OF THIS PACKET
PRIOR TO COMPLETION.**

**FAILURE TO FOLLOW DIRECTIONS
WILL RESULT IN NON-APPROVAL OR
A DELAY IN PROCESSING.**

**COPIES, ENVELOPES, AND/OR
NOTARY SERVICE WILL NOT BE
AVAILABLE AT PEARLAND ISD.**

**PRINT PACKET. SUBMIT THE
COMPLETED NOTARIZED FORMS AND
ALL REQUIRED ITEMS IN A SEALED
PACKET TO PEARLAND ISD IN THE
LOBBY AT 1928 N MAIN ST.**

**GUARDIAN WILL BE CONTACTED
WHEN THE PACKET IS PROCESSED.
PACKETS WILL BE SCANNED TO THE
CAMPUS AFTER PROCESSING.**

REQUIREMENTS FOR GUARDIANSHIP BY POWER OF ATTORNEY

A court ordered legal guardian who the student lives with in Pearland ISD may enroll the student the same as a parent would, by providing the court order from a judge naming them a conservator or the legal guardian who has rights to determine residence of the student, and providing the other enrollment requirements. They will not need this process.

This process is for students who reside in someone else's home full time, separate and apart from their parent named on their birth certificate or apart from their legal guardian who is named on a court order as the legal guardian. There are eligibility requirements that the student must meet for this process. Certain disciplinary records, court records, or truancy may make a student ineligible.

The student is required to live with the guardian in the guardian's home full time at the time of application, sleep there each night and go to school from that home each day for the duration of the enrollment. The guardian will be considered the parent for the student and will be responsible for all matters pertaining to the student from enrollment to withdrawal, including but not limited to, attendance, punctuality, discipline, teacher meetings, transportation issues, illness, medical treatment, absence notes, truancy, grade reporting, student's class work, emergency notification, fees, fines, memberships and obtaining permission to attend field trips and other activities of the district.

Pearland ISD will verify the residence of students on guardianship. Pearland ISD must be notified immediately if the student moves from the guardian's home. It is a violation of Texas Education Code 25.001(h) and Texas Penal Code 37.10 for a person to falsify information on records for school enrollment. Any student found to be falsely enrolled will be immediately withdrawn and all parties will receive a fine for the period of ineligible enrollment. Violation of Texas Penal Code 37.10 also carries penalty under Texas law which Pearland ISD may pursue.

This guardianship may be revoked at any time by the parent named on the birth certificate of the student who has parental rights, a student's legal guardian with a court order who has rights to determine residence, or the guardian for school purposes. Any of those parties may revoke the guardianship by a notarized written statement when they withdraw the student.

Students enrolled under guardianship by power of attorney may be restricted by UIL rules for competition in sports or other areas that are governed by UIL.

Who can complete a power of attorney to assign guardianship of a child to someone else?

- The parent named on the student's birth certificate who has parental rights. In the case of divorce, the parent named in a divorce decree who has the right to determine residence may assign guardianship to someone else.
- A person who is named on a court order as a legal guardian or has conservatorship of the child that includes the right to determine residence. That person must provide the court order showing their rights.

For questions contact: Janet Christman by email at christmanj@pearlandisd.org
or at 281-485-3203 ext. 66149

ITEMS REQUIRED FOR GUARDIANSHIP PROCESSING

All of the following items/records are required to process guardianship.

- Notarized power of attorney from the parent on the student's birth certificate or from a person who is the court appointed legal guardian of the student if a legal guardian is appointing guardianship to someone else. Legal guardian must provide the court order naming them as legal guardian with rights to determine residence. (next 2 pages)
- Notarized application from the proposed Pearland ISD guardian to become the guardian for school purposes. (last 4 pages)
- Residence documentation for the guardian who the student lives with in Pearland ISD, in the guardian's name and address, includes all three items:
 - Deed or current lease (may use current tax record for deed)
(Student must be listed as an occupant for multi family dwelling lease)
 - Current electric, gas, or water bill
 - Current Texas driver license or ID
- Student Records:
 - Legal birth certificate from Bureau of Vital Statistics showing person giving guardianship of student as parent
 - Court order if a legal guardian is giving guardianship to another person
 - Immunization record
 - Social Security Card
 - At the start of a new school year, the final report card from the previous school year is required (and transcript for students with credits from outside Texas Public Schools). Withdrawal sheet is required from previous school (and transcript for students with credits outside Texas Public Schools) for enrollment during a school year.
 - Discipline record for all of current school year and all of previous school year for all schools attended during that time frame.
 - Attendance record for all of current school year and all of previous school year for all schools attended during that time frame.

The following pages include:

- Two-page limited power of attorney to be completed and notarized from the parent on the student's birth certificate or from a legal guardian of the student if a legal guardian is assigning guardianship to someone else.
- Four-page application to become the guardian for school purposes, to be completed and notarized from the proposed PISD guardian.

I hereby appoint as guardian of my child/ward:

Name: _____ Relationship to child: _____

Who my child(ren) reside(s) with full-time at:

Address: _____
Street City State Zip

Guardian's Telephone: _____
Home Work

who is an adult resident of the Pearland Independent School District, as my attorney, to provide for and act, with full power and authority, on my behalf concerning my child(ren)/ward(s) in any school-related matters. I agree that this power of attorney may be voluntarily revoked alone by written notarized revocation filed with the Superintendent of Schools. By my signature hereto, under the authority of Texas Family code, Section 35.01, I hereby give authority to the forenamed adult resident to consent to medical treatment for the forenamed minor(s). I authorize the forenamed adult to act for me, as my attorney, in any school-related matters affecting the minor(s) requiring parental consent or signature. I hereby agree to waive all claims and hold harmless the Pearland Independent School District, its officers, and employees from all claims arising from their reliance on this consent form.

SIGNED this _____ day of _____, 20____ AD

Signature of Parent(s)

Signature of Parent(s)

STATE OF _____

COUNTY OF _____

SWORN TO and subscribed by (parent named on 1st page) _____, known to me by (personal knowledge of person by notary/state driver's license or state ID or other official ID, which is _____) to be the person whose name is subscribed to the foregoing instrument. Individual did hereby acknowledge to me that he/she executed this instrument truthfully for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND, and seal of office this _____ day of _____, 20____ AD.

Notary Public Signature

APPLICATION TO BECOME A STUDENT'S GUARDIAN FOR SCHOOL PURPOSES

Requirements: The student must have already moved to the guardian's home full time, separate and apart from their parent or from a legal guardian who is appointed by a court order. The student must sleep in the guardian's home each night and go to school from that home each day. The guardian will be fully responsible for the student and manage the student as though they are the parent. The guardian will be the contact for the student.

This is a notarized sworn statement acknowledged by law. Anyone who knowingly falsifies this statement is in violation of the Texas Penal Code 37.10 and is subject to prosecution thereof.

Fully complete the form below. N/A is not an acceptable response. All questions must be completed with no blank spaces. Failure to fully complete the form will result in non-approval or delayed processing.

1. Student name on birth certificate: _____

2. Student date of birth: _____ 3. Student grade level: _____

4. School last attended by student: _____

5. What district is that school in: _____

6. Mother named on birth certificate: _____

7. Mother's current **full** address: _____

8. Father's name on birth certificate: _____

9. Father's current **full** address: _____

10. Does the student have a court appointed legal guardian under a court order? YES NO

If yes, who is the legal guardian? _____

11. Who is the person appointed by notarized power of attorney as guardian for school purpose that the student resides with full time in Pearland ISD?

12. What is the legal relationship of that person to the student?

13. What is the address where the student and district guardian reside full time?

14. What is the email address and phone number of the district guardian?

24. Has the student engaged in conduct or misbehavior within the preceding year that has resulted in either removal to an alternative education program or expulsion?

Yes

No (go to next question)

If the answer is yes, explain the misconduct, the disciplinary consequences, the term of the removal or expulsion (including exact dates) and the name of the school district imposing the discipline.

Misconduct: _____

Consequence: _____

Dates: _____ School District: _____

25. Has the student engaged in delinquent conduct or conduct in need of supervision and been placed on probation or other conditional release (fines, community service, mandatory counseling, etc.) for that conduct?

Yes

No (go to next question)

If the answer is yes, explain the conduct, the date the conduct occurred, and the term of the probation or other conditional release. Also include the name and telephone number of the probation officer or other officer overseeing the student during the period of probation or other conditional release.

Conduct: _____

Date: _____ Term: _____

Probation Officer: _____ Phone: _____

26. Has the student been convicted of a criminal offense and been placed on probation or other conditional release?

Yes

No (continue)

If the answer is yes, explain the offense convicted of, the date of the conviction and the term of the probation or other conditional release. Also, include the name and telephone number of the probation officer or other officer overseeing the student during the period of probation or other conditional release.

Offense: _____

Date: _____ Term: _____

Probation Officer: _____ Phone: _____

