

**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.
DO NOT SUBMIT ORIGINAL BIRTH CERIFICATE, ID,
SHOT RECORDS, DEEDS, ETC. SUBMIT ONE SIDED
COPIES ON LETTER SIZE PAPER.**

**STUDENTS ENROLLED UNDER GUARDIANSHIP BY
POWER OF ATTORNEY MAY BE RESTRICTED FROM
COMPETITION UNDER UIL RULES.**

**PRINT PACKET ONE SIDED ON LETTER SIZE PAPER.
SUBMIT THE COMPLETED NOTARIZED FORMS AND
ALL REQUIRED ITEMS (SEE PAGE 2) IN A SEALED
PACKET TO PEARLAND ISD IN THE LOBBY AT
1928 N. MAIN ST. PLACE YOUR SEALED PACKET IN
THE 'GUARDIANSHIP" TRAY.**

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

**PACKETS WILL BE ACCEPTED BEGINNING
JULY 15, 2024.**

Guardianship by Power of Attorney

This process is for a student who lives separate and apart from their parent listed on their birth certificate or lives separate and apart from the person who has court ordered legal guardianship of the student. The student must reside full time in Pearland ISD with the person appointed as guardian by a power of attorney, apart from the parent listed on the birth certificate or from a court ordered legal guardian. The student must have already moved to the Pearland ISD guardian's home fulltime. The Pearland ISD guardian appointed by the power of attorney will be in charge of the student as though they are the parent. They will be responsible for all student matters, from enrollment and fulltime residence to absences, discipline, authorizations, teacher meetings, etc. The parent will not be contacted to manage the student. The parent named on the student's birth certificate, or a legal guardian of the student may revoke the guardianship by power of attorney at any time and withdraw the student by providing a written notice to the school, signed, and dated, with their official ID. The guardian by power of attorney may also relinquish their guardianship at any time by withdrawing the student and providing a written notice, signed, and dated, that they will no longer serve as guardian of the student.

The Texas Education Code provides restrictions for this process preventing enrollment if the student has certain previous disciplinary, court, and/or truancy actions.

The student is required to continue residing full time with the guardian at the enrollment address for the duration of the enrollment. If the student is found to not reside there fulltime, they will be immediately withdrawn, and any party notarized may be fined \$50 per day of false enrollment. In addition to the Texas Education Code penalties, it is a violation of the Texas Penal Code to supply false documents for the purpose of enrollment, carrying additional criminal penalties for such action.

The following documents and records will be required before enrollment occurs to determine the eligibility of the student for this type of enrollment. It is the responsibility of the parent and/or guardian to provide the records to Pearland ISD. Pearland ISD may not request the records from the previous school.

The notarized forms must be fully completed with no blank spaces. Every space must be completed with a correct answer. "N/A" is not a correct answer. "Personal" is not a correct answer. "Always lived here" is not a correct answer. This document is to establish **WHY** the student is residing with someone other than the parent or legal guardian.

Items Required to Process Guardianship by Power of Attorney

Guardian assigned should not go to ESC without all of the listed requirements. This will cause unnecessary delay processing the application. Do not submit partial packets. Partial packets cannot be processed.**

****From parent named on student's birth certificate:**

1. Current notarized Pearland ISD Limited Power of Attorney from parent *named on birth certificate* appointing the person enrolling the child as the guardian for school purposes. (two-page limited power of attorney form attached) OR

****From a legal guardian assigned by a judge:**

2. If a court appointed legal guardian is giving power of attorney to a different guardian for school purposes, the legal guardian must provide the court order appointing permanent legal guardianship to them *and* a current notarized Pearland ISD Limited Power of Attorney appointing another person as guardian for school purposes. (two-page limited power of attorney form attached)

****From person with a PISD residence in their name applying for guardianship of student, who student resides with full time:**

1. Notarized "Application to Become a Student's Guardian for School Purposes" accepting all responsibility for student actions and student residing in your home fulltime. (Four-page form attached (fully completed with no blank spaces))
2. All three residence verification requirements in the name of the guardian:
 - a. Deed or current lease (may use current tax record for deed)
(Student must be listed as an occupant for multi family dwelling lease)
 - b. Current electric, gas, or water bill
 - c. Current Texas driver license or ID

****Student records required:**

1. Legal birth certificate from Bureau of Vital Statistics
2. Court order if the student has a legal guardian appointed by a judge in court
3. Immunization records
4. At the start of a school year: final report card from the previous school year
5. During a school year: the withdrawal document from the previous school
6. Print out of detailed discipline report for all of current school year and previous school year from all schools attended during that time
7. Print out of attendance record for all of current school year and previous school year from all schools attended during that time

I hereby appoint as guardian for my child(ren):

Name: _____ Relationship to child: _____
who my child(ren) reside(s) with full-time at:

Address: _____
Street City State Zip

Guardian's Telephone: _____
Home Cell

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 understand that I will not be contacted for matters concerning my child, but the appointed guardian will be contacted and responsible for all school matters regarding my child.

I agree that this power of attorney may be voluntarily revoked by presenting my ID and a written notarized revocation filed with the school registrar.

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.

(MUST SIGN IN THE PRESENCE OF THE NOTARY PUBLIC)

SIGNED this _____ day of _____, 20____ AD

Signature of Parent

Signature of Parent (second parent signature optional)

STATE OF _____

COUNTY OF _____

SWORN TO and subscribed by parent, _____, known to me by (personal knowledge of person by notary/state driver's license or state ID, or other official ID, what method of identification) _____ 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

To be completed by the guardian, not the parent

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. The parent will not manage 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. If no father is on birth certificate write none, not N/A. 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: _____ Student current grade level: _____

3. School last attended by student: _____

4. What district is that school in: _____

5. Mother named on birth certificate: _____

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

7. Father's name on birth certificate: _____

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

9. Does the student have a court appointed legal guardian under a court order? YES NO
If yes, who is the legal guardian? _____

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

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

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

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

14. As the person named as guardian for school purpose, I acknowledge that I will be responsible for, but not limited to the following matters for the student: 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.

Acknowledge - circle one: YES NO

15. Date student moved to my home full time: _____

16. Reason student resides in my home and not with the parent or legal guardian. (Do not write "N/A", "moved to my house", "wants to" etc. Must state **why** the student does not live with the parent shown on the birth certificate or court appointed legal guardian):

17. Does the student intend to remain in Pearland ISD: temporarily indefinitely

If temporarily, give time frame: _____

18. Do the parent(s), legal guardian(s) contribute to the support of student?

YES NO

19. Does the guardian for school purpose pay the major portion of the support of the student?

YES NO

20. Where will the student reside after completing the school year at Pearland ISD?

21. Are there any future plans as to where the student and the parent(s) or legal guardian(s) shall live?

YES NO

If yes, state plans _____

22. Is the student residing in Pearland ISD for the primary purpose of participating in extracurricular activities? YES NO

If yes, explain: _____

23. Has the student engaged in conduct or misbehavior in 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: _____

24. Has the student engaged in delinquent conduct or conduct in need of supervision and been placed on probation, community supervision, 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, community supervision, 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, supervision, or other conditional release.

Conduct: _____

Date: _____ Term: _____

Probation/Supervision Officer: _____ Phone: _____

25. Has the student been convicted of a criminal offense and been placed on probation, community supervision, 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: _____

Assumption of Parental Responsibility Agreement and Acknowledgements

I/We, the person(s) named in question 11 of the foregoing application of the student, (student name) _____, hereby swear or affirm that every statement contained in this application is true and correct. I/We further agree to assume the obligations of parent(s) of said student insofar as Pearland ISD is concerned, so long as student is a minor and is attending schools in Pearland ISD under my enrollment, and do hereby agree to be responsible for all matters stated in said question 15 of this application. I am aware that the student must be a full-time resident in my home to be considered a resident of Pearland ISD and that any violation of this policy will result in immediate withdrawal of the student. I am aware that if this student moves from my home, I am responsible to immediately report this to Pearland ISD. I acknowledge that Pearland ISD has a right to investigate claims of residence by observing the residence as well as verification with a landlord. I am aware that a person who knowingly falsifies information on a form required for a student's enrollment in the District shall be liable to the District for full tuition if the student is not eligible for enrollment (\$50 per day of false enrollment). I am aware that presenting a false document or record for enrollment is in violation to Texas Education Code 25.001(h) and Texas Penal Code 37.10 which is a Class A misdemeanor, unless the actor's intent is to defraud or harm another, in which event the offense may be a felony and punishable by a fine up to \$10,000 and/or 2 years prison, which could be prosecuted to the full extent of the law by Pearland ISD.

Must sign in the presence of the Notary Public

Signature of guardian for school purpose

date

Signature of guardian for school purpose (if 2 guardians)

date

~~~~~  
**Area for Notary Public**

**THE STATE OF TEXAS**

**THE COUNTY OF \_\_\_\_\_**

**SWORN TO** and subscribed before me by (the guardian being notarized)

\_\_\_\_\_, who is known to me by (what legal ID/personal knowledge)\_\_\_\_\_. 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

\_\_\_\_\_  
Signature of Notary Public