

**OFFICE OF THE SUPERINTENDENT**

94 Panther Drive
Yazoo City, MS 39194
www.yazoo.k12.ms.us

Dr. Terri Rhea, Superintendent

Phone: 662.746.4672
Fax: 662.746-9270

YCSD Residency Packet for the Affidavits Process (Students living with Parents/Guardians)

Checklist:

- ☐ Residency Checklist
- ☐ Affidavit (must be notarized) including the Assurance Statement Regarding Penalty for Fraud/ Perjury
- ☐ Homeless Questionnaire (if applicable)
- ☐ 30 Day Letter for Lack of Documentation
- ☐ Date Documentation Due: _____

YAZOO COUNTY SCHOOL DISTRICT

"Creating Next Generation Leaders"

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Name of Student: _____ Grade: _____

Name of Parent/Guardian: _____

Street Address of
Parent/Guardian and Student: _____

(A P.O. Box number is not acceptable for a 911 Address. It must be a PHYSICAL ADDRESS)

I hereby certify that the information given above is a true and correct statement of my legal residence. Should my legal residence change while the above-listed student is enrolled in the Yazoo County 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 or guardian with whom the student is living. I understand that a pupil admitted under false information is not legally enrolled and is subject to penalty.

Signature of Parent/Guardian _____

Telephone Number _____

Date _____

TO BE COMPLETED BY THE YAZOO COUNTY SCHOOL DISTRICT

RESIDENCY REQUIREMENTS:Check **one (1)** in **Group I** and **one (1)** in **Group II**, and if applicable, check a or b in Group III.**Group I:**☐ a. Filed Homestead Exemption Application Form☐ b. Mortgage Documents or Property Deed☐ c. Apartment or Home Lease/Rental Agreement****Any unofficial Lease Agreement (handwritten or computer-generated) must be notarized.****Group II: Acceptable Bills**☐ a. **Current Utility Bill** (dated within thirty days (30) of enrollment) and must include one of the following:
_____ electricity _____ gas _____ landline telephone _____ cable TV or satellite TV _____ water bill☐ b. Other Residency documentation may be approved by YCSD Administration.*YCSD reserves the right to request that service addresses be presented on Group II acceptance proofs******Driver's License and Voter Identification cards ARE NOT acceptable as proof of residency*******Group III – Guardianship or Affidavits Guardianship**☐ a. Student is **living with a legal guardian** and a certified copy of the Court Decree (or petition), if pending, was received declaring the district resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.☐ b. *** Affidavits***: Custodial parent(s) residing with an adult in a home not owned or rented by the custodial parent(s)
The custodial parent must present documents to show legal custody. The non-custodial adult in the home must prove residency through Group I and Group II (above) and sign the affidavit.In addition, the custodial parent(s) will present three of the items below.☐ Doctor's or dentist's bill☐ Bank statement☐ Automobile license receipt☐ Cell phone bill☐ Insurance policy☐ State or Federal benefit check or Salary check stub☐ IRS Documentation☐ Other residency documentation approved by YCSD administration☐ **30-Day Letter (CO Approval only)****Date required residence documents from parents are due at the school If documentation is not received by this date, the student will be withdrawn from YCSD.****STUDENTS NOT LIVING WITH A CUSTODIAL PARENT OR LEGAL GUARDIAN MUST:**☐ 1) COMPLETE A STUDENT FAMILY INTERVIEW QUESTIONNAIRE documenting the reason the student is living in a home without a parent or legal guardian.☐ 2) RECEIVE APPROVAL BY THE DISTRICT RESIDENCY COMMITTEE (appointed by the YCSD Superintendent)**HOMELESS CHILDREN**☐ 1) HOMELESS DETERMINATION BY THE SCHOOL/DISTRICT MCKINNEY-VENTO LIASON

When a child is determined to be homeless as defined by the Stewart B. McKinney Homeless Assistance Amendment Act, enrollment action in the best interest of the child shall be taken, pursuant to federal guidelines and Board policy.

****The Residency Committee (appointed by the YCSD Superintendent) must approve residency if there are questions. ****

Date: _____

Signature or School Representative: _____



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State of Mississippi, County Of YazooAffidavit of Residency

Personally appeared before me, the undersigned legal authority in and for the jurisdiction aforesaid, the within named, _____, who states under oath and penalty of perjury the following:

Owner of the residence

1. I reside at _____,
Street address, City and Zip of Adult mentioned above
which is located within the Yazoo County school district.

2. The relationship between _____ & _____
Name of student Name of Parent/ Guardian Owner of Residence
and the Affidavit is _____
Explain relationship between student and Adult listed above

3. _____ & _____ live in my home full time.
Name of student Parent/Guardian

4. The reasons for which _____ & _____ are living with me are as follows: _____
Name of student Parent/Guardian

5. _____ & _____ are not living with me for the sole purpose of attending school in the Yazoo County School District.
Name of student Parent/Guardian

6. I understand that _____ & _____ will not be allowed to enroll in the Yazoo County school district if he/she is living with me for the purpose of attending said school.
Name of student Parent/Guardian

7. I understand that this enrollment is temporary and the legal guardian of _____ must present proof of residency in his/her name within 30 days of this date on this affidavit.
Name of student

8. I understand that by signing this affidavit that I give the Yazoo County School District authority to conduct a visit to my residence to verify the claims that I have made on this affidavit.

Affidavit Assurance Statement of Fraud and Perjury

By signing this affidavit of residency, I understand that I am swearing under oath that the student(s) being enrolled in Yazoo County Schools reside at my residence along with the student's custodial parent(s). I am also stating that I am aware that making any false statement on these documents is a violation of Mississippi Code 97-7-35 (Making a False Sworn Statement) which is punishable by no less than 6 months and no more than 5 years in prison and a fine of no less than \$100.00 and no more than \$1000.00. I am also aware that the Yazoo County School District will press charges on anyone who violates this law.

SIGNATURE OF PARENT/LEGAL GUARDIAN

DATE

SIGNATURE OF RESIDENCE OWNER

DATE

Sworn to and subscribed before me on this the _____ day of _____, 20_____.

My Commission Expires: _____

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SIGNATURE OF RESIDENCE OWNER**DATE**

SIGNATURE OF PARENT/LEGAL GUARDIAN**DATE**

SIGNATURE OF SCHOOL/DISTRICT OFFICIAL**DATE**

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Yazoo County School District
Homeless Determination Form
Student/Family Interview Questions

Student _____ Grade _____ ☐B/G ☐LW ☐YCMS ☐YCHS

Parent/Guardian Name _____

Does the parent/guardian/Caregiver own a place of residence in Yazoo County? _____

If no, who does the parent/guardian live with? _____

How long has the parent/guardian/caregiver lived there? _____

Why does the parent/guardian live there? _____

How many children do you have? _____ Any preschool-aged? _____

Where does/do the student/child(ren) live? _____

How long has/have the student/child(ren) lived there? _____

Why does/do the student /child(ren) live there? _____

Notes:

If the student does not live with the parent/guardian, but lives with a non-parent (that is also not the legal guardian) in a home within the district, answer the following questions:

What is the relationship of the non-parental/non-guardian adult to the student? _____

Which of the following reasons applies to why the student is living with a non-parental /non-guardian adult:

- ☐ Death or serious illness of the child's parent(s) or guardian(s);
- ☐ Abandonment of the child;
- ☐ Child abuse or neglect;
- ☐ Unstable family relationships or undesirable conditions in the home of the child's parents or guardians have a detrimental effect on the child.
- ☐ Student is enrolled in a recognized exchange program, residing with host families.

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Determination:

The parent is homeless. _____ Yes _____ No

Justification:

The child is homeless. _____ Yes _____ No

The child is an unaccompanied youth. _____ Yes _____ No

Justification:

Living Conditions: Mark one

- ☐ Doubled-up, living with another family because they are homeless
- ☐ Hotel/Motel
- ☐ Shelter
- ☐ Awaiting Foster car
- ☐ Unsheltered-cars, parks, campgrounds, etc.

The child is an unaccompanied youth. _____ Yes _____ No

School Homeless Liaison _____

Signature

Date



30-Day Letter for Lack of Documentation

Dear Parent/Guardian:

You are receiving this letter because _____ was registered with an affidavit, and you did not provide complete residency documentation at the time of enrollment. Copies of the required residency document(s) are needed to maintain enrollment status.

You will be given 30 days from the date of _____ to provide the documentation to the Yazoo County School District.

Please provide current residency documentation (**within the last 30 days**) using the Yazoo County School District Board-approved documents as listed below.

As the custodial parent(s), you need to present **three** of the following items:

- Doctor's or dentist's bill
- Bank statement
- Automobile license receipt (Car tag registration)
- Credit card statement
- Cell phone bill
- Insurance policy
- State or Federal benefit check
- Salary check stub
- IRS Documentation
- Other residency documentation approved by YCSD administration

Please submit the document(s) to the Yazoo County School District Central Office at 94 Panther Drive, Yazoo City, MS, 39194. If you have any questions, please contact Joe Odum at 662.746.4672.