NEW WAIVER INTENT TO APPLY FORM

Kelli S. Blackburn, School Improvement Coordinator

School:	**Principal:**	**Date:**
SAC Chair/Co-Chairs:	**Regional Director:**	
Waiver Requested (Professional Study Days, Exam Exemption, etc.)**:** _____	**If exam exemption, for which subject(s) will the school no longer offer exemptions to eligible students?**_____	

INSTRUCTIONS: This form is designed for schools to officially express their intent to apply for waivers related to specific school policies or contract articles. It requires a detailed description of the waiver request, its purpose in supporting school improvement, and the rationale including background information, achievement barriers, and supporting data. All signatures below are necessary to submit the intent form.

Following district review, schools will be notified whether the waiver request is approved or denied. Denied requests will include the reason(s) for denial. Schools with approved requests will move forward through the new waiver process and complete the required steps by **February 2, 2027**.

Policy or Contract Article for the Proposed Waiver (For a policy or contract: Provide the name; policy number or contract article number; applicable subsection number(s) and title(s); and the exact language to be waived.)

Waiver Request Description (Describe the proposed waiver and explain how it will support the school's improvement goals.)

Waiver Request Rationale (Describe relevant school background information, historical barriers to student achievement, and past and current data demonstrating the need for the waiver.)

SIGNATURES

Principal: _____ **Date:** _____ **Regional Director:** _____ **Date:** _____

SAC Chair or SAC Co-Chairs: _____ **Date:** _____

DISTRICT RESPONSE

☐ The waiver is approved. School may move forward in the new waiver process.

☐ The waiver is not approved. Reason: _____

School Improvement Coordinator: _____ **Date:** _____

Revised: 10-21-2026