



Department of
Pupil Personnel Services

North East Independent School District

8961 TESORO DRIVE - SAN ANTONIO, TEXAS 78217
PHONE (210) 407-0070

NORTH EAST INDEPENDENT SCHOOL DISTRICT Power Of Attorney Guidelines and Procedures

Our goal in the North East Independent School District (ISD) is to assist families who reside in our District with enrolling children in their care in our schools. When a parent or legal guardian under an order of a court has given permission for his/her minor child to establish a residency separate from him/her, appropriate documentation for a POWER OF ATTORNEY must be provided prior to admission into the District.

The North East ISD POWER OF ATTORNEY form must be completed by the parent or legal guardian and notarized prior to enrolling a child. A parent/legal guardian will need to complete one (1) POWER OF ATTORNEY form per child.

By receiving the POWER OF ATTORNEY, the person is affirming:

1. The child lives with the person and spends the night at the person's residence Sunday through Thursday;
2. The person as the responsible adult for the child will be listed as the primary contact on all educational records with the ability to make all educational decisions (absent revocation of the power of attorney, the campus will honor decisions made by this individual and is not obligated to further notify or solicit input from a parent);
3. The person will be responsible for attending conferences to include but not limited to, teacher/school conferences, discipline conferences, and discipline hearings;
4. The person will be responsible for participating in and authorizing North East ISD's decisions, to include hearings and testing that may affect the child's evaluation for placement in or removal from any type of special educational classes and/or program;
5. The person will be responsible for monitoring the attendance of the child and liable for any truancy issues and potential penalties;
6. All information submitted by the person is true and if found to be false, the person understands (s)he may be subject to prosecution under 37.10 Penal Code for committing the offense of presenting a false document or false records while enrolling the child.

Once the person has obtained the notarized POWER OF ATTORNEY form, the person should contact the campus designated for the guardian's address.

The POWER OF ATTORNEY must be renewed annually at the campus. Should there be a change in the person receiving guardianship, the completion of a new North East ISD POWER OF ATTORNEY form would need to occur along with an appointment scheduled at the campus designated for the new guardian's address.



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Power Of Attorney Parent Form 2025-26 School Year

That I, _____, who resides at _____, and having
(Name of Parent/Legal Guardian) (Physical Address—Street, City, State, Zip)

the legal custody of my said minor child, _____, hereby transfer, waive
(Full Name of Child)

my parent-custody of said child, and do hereby give to the said person, _____
(Name of Person Receiving Power of Attorney)

whose legal residence is, _____, the care, custody
(Address of Person Receiving Power Of Attorney—Street, City, State, Zip)

and control of the said minor child, for all school-related purposes as indicated in the North East ISD POWER OF ATTORNEY Guidelines and Procedures, health care and general welfare, insofar as I am able to do so. This consent is voluntarily given and may be revoked at any time by notifying, in writing, the student's campus. In addition, this POWER OF ATTORNEY may be revoked by the Principal if the student fails to maintain passing grades, satisfactory attendance and behavior, and fails to reside at the said person's approved residence Sunday through Thursday.

_____ signed on _____ day of _____, 20_____.
(Signature of Parent/Legal Guardian)

STATE OF _____

COUNTY OF _____

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

NOTARY PUBLIC IN AND FOR

(County, State)

(SEAL)

Section 25.002 of the Texas Education Codes states: "...presenting a false document or false records while enrolling a child is an offense under Section 37.10, Penal Code, and subjects the person to liability for tuition or costs under Section 25.001(h), Texas Education Code. I understand that the child named herein shall be immediately withdrawn from all North East ISD schools and I shall be subject to prosecution for payment of tuition in the event that any of the information contained herein is falsified as a condition for enrollment of the child.