



# St. Martin Parish School Board

P.O. Box 1000 Breaux Bridge, Louisiana 70517

## Saint Martin Parish Schools to hold District-Wide Re-Registration of Students

In an effort to ensure that the Saint Martin Parish School District is providing an education to those students who reside within Saint Martin Parish, the Saint Martin Parish School Board will be holding a mandatory re-registration process of students beginning March 14, 2016. **All students currently enrolled in Saint Martin Parish Schools will be required to re-register.**

Parents of students must provide the District with current proof that they permanently reside at an address within a particular school zone.

Telephone 337-332-2105  
337-394-6261  
Fax 337-332-3050

LOTTIE P. BEEBE, Ed.D  
SUPERINTENDENT

MARK HEBERT  
PRESIDENT

RUSSELL FOTI  
VICE PRESIDENT

## THE FOLLOWING DOCUMENTS ARE REQUIRED FOR RE-REGISTRATION.

**Homeowners:** Mortgage statement, tax bill or deed *plus* (1) from group A

**Renters:** Lease and notarized landlord statement *plus* (1) from group A

- **Group A- Proof of Residency** ( All within the last 30 days)
- Cable Bill
- Electricity Bill
- Water Bill

. DISTRICT 1  
STEVE FUSELIER

. DISTRICT 2  
WANDA B. VITAL

. DISTRICT 3  
AARON FLEGEANCE

. DISTRICT 4  
JAMES BLANCHARD

. DISTRICT 5  
RUSSEL C. FOTI

. DISTRICT 6  
BURTON DUPUIS

. DISTRICT 7  
RICHARD POTIER

. DISTRICT 8  
FREDERIC STELLY

. DISTRICT 9  
FLOYD KNOTT

. DISTRICT 10  
MARK HEBERT

## New Registrations

Saint Martin Parish Schools will also conduct District-Wide Registrations for students who are entering Saint Martin Parish Schools for the first time. Parents will be required to provide the zoned school with the following items during registration:

1. Birth Certificate
2. Immunization Records
3. Social Security Card
4. Photo I.D. of Parent/Guardian
5. Release from previous school
6. Copy of Report Card if available

**Homeowners:** Mortgage statement, tax bill or deed *plus* (1) from group A

**Renters:** Lease and notarized landlord statement *plus* (1) from group A

- **Group A- Proof of Residency** ( All within the last 30 days)
- Cable Bill
- Electricity Bill
- Water Bill

**NOTE: All documents submitted must contain the name of the parent/guardian and the physical address. Items with P.O. Boxes will not be accepted.**

✦ "PARTNERS IN EDUCATION" ✦



Commission Des Ecoles De La Paroisse De St. Martin



# Cecilia Area Schools



Cecilia Primary	Teche Elementary	Cecilia Jr. High	Cecilia High School
S. LeBoeuf	L. Cretian	C. Theriot	D. LeBoeuf
337-667-6700	337-667-6400	337-667-6226	337-667-6221

Dear Parent/Guardian,

The Cecilia area schools will host 3 sessions to accommodate parents with the re-registration process. Please see the reverse for information about the re-registration (existing students) and registration (new students) process. To speed up the process, please bring copies for us to keep. If you cannot make copies, we can make copies at school. If you do not have the required forms, you will need a residency affidavit. This affidavit will need to be completed by you and notarized for submission. For majority to minority transfers, children of employees, and extraordinary circumstances, you will need a Transfer Application. You can print these two forms from the St. Martin Parish School Board website or request one be sent home with your child.

Every student must be re-registered by May 1, 2016. We appreciate your prompt attention to the mandatory re-registration. If you have any questions, please contact your child's school.

Thank you,

Cecilia Area Administrators

Re-registration opportunities at your child's school:

Saturday, April 9, 2016 1:00-4:00

Wednesday, April 13, 2016 5:00-7:00

Saturday, April 16, 2016 8:00-12:00

*Note-Kindergarten registration will be occurring at Cecilia Primary during these times. Refer to the re-registration section for existing students and the new registrations section for all new students.*

Good afternoon, this is Mr. LeBoeuf. As you are aware, the parish is required to re-register all students by May 1. We have sent a letter home with our students today (Wednesday) with information on how to re-register your children in the Cecilia school district. All Cecilia schools will have three sessions devoted to re-registration: This Saturday 1:00 to 4:00; another session on Wednesday (April 13) evening 5:00 to 7:00, and another session on the following Saturday (April 16) from 8:00 – 12:00. Please select a date which is most convenient for you to come to our school and register your child. A special note: If your child is a senior graduating in May, you DO NOT have to re-register him or her; however, if you have a child currently in the 8<sup>th</sup>, 9<sup>th</sup>, or 10<sup>th</sup> grades here at Cecilia High, please look over the letter sent home today and if you have any questions, please contact our school. We cannot accept the documentation from students, so please do not send documentation with your child to school; parents must re-register their student in person—and to do just that, we have three days to choose from: Saturday 1:00 to 4:00; another session on Wednesday evening 5:00 to 7:00, and another session on the following Saturday (April 16) from 8:00 – 12:00. Thank you and have a great evening.

155126

