

Palestine Independent School District

Administrative Offices

1007 E. Park Avenue • Palestine, TX 75801

<http://www.palestineschools.org>

Jason Marshall
Superintendent

Suzanne Eiben
Assistant Superintendent

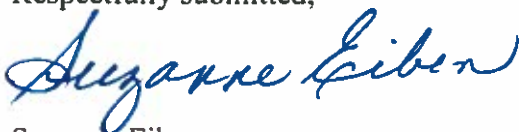
Date: December 17, 2018
To: Board of Trustees
From: Suzanne Eiben
Subject: Request for Waiver

Esmeralda Lewis, parent of Jomie Guajardo, has requested that the tuition fee for a transfer student for Jomie be waived for the remainder of the 2018-2019 school year. Her request is in accordance with Policy FDA(Local) regarding ADMISSIONS: INTERDISTRICT TRANSFERS which states that the Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian.

Ms. Lewis made the request in writing that Jomie be allowed to continue as a student in PISD although he has moved to the Westwood district. He has always been a PISD student and the parent would like for him to remain in Palestine schools. The family found it necessary to quickly relocate and were unable to find a home within the Palestine district with only a short time available. Although Ms. Lewis is a single parent, the hardship is due to health and medical issues at this time.

Your approval for the waiver of tuition fees is requested.

Respectfully submitted,



Suzanne Eiben
Asst. Superintendent of HR

Note: I agree 100% with this waiver request.
I recommend that the board approves it.
This is a unique situation that has
required a lot of effort.

