



Jefferson City Public Schools

# 2019-2020 BOUNDARY CHANGE SPECIAL PERMISSION

Request Return of Application by February 1, 2019

Parent/Guardian Name(s) \_\_\_\_\_  
Name Relationship  
\_\_\_\_\_ Name Relationship

Current Address \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**SPECIAL PERMISSION BEING REQUESTED FOR THE FOLLOWING STUDENTS:**

1. Child's Name \_\_\_\_\_  
First Last 19-20 Grade Level

Residence Area Home School: \_\_\_\_\_ Building Requesting: \_\_\_\_\_

2. Child's Name \_\_\_\_\_  
First Last 19-20 Grade Level

Residence Area Home School: \_\_\_\_\_ Building Requesting: \_\_\_\_\_

3. Child's Name \_\_\_\_\_  
First Last 19-20 Grade Level

Residence Area Home School: \_\_\_\_\_ Building Requesting: \_\_\_\_\_

(SEE BACK OF FORM TO ADD ADDITIONAL CHILDREN/STUDENTS IF NEEDED)

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to Child \_\_\_\_\_

**For Office Use Only**

Building Secretary's Initial(s): Explanation of Special Permission clarified with parent(s) \_\_\_\_\_  
One proof of residency obtained AND verified by building secretary \_\_\_\_\_

\_\_\_\_\_ Request Approved Signature \_\_\_\_\_

\_\_\_\_\_ Request Denied Date \_\_\_\_\_

**Please forward this request for approval to JCPS Chief Of Learning, 315 East Dunklin St., Jefferson City, MO 65101. Any questions please call 573-659-3041.**

**PLEASE SEE BACK OF THIS PAGE FOR ADDITIONAL INFORMATION AND "SPECIAL PERMISSION GUIDELINES". →**

# 2019-2020 BOUNDARY CHANGE SPECIAL PERMISSION

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**Please list all your students (including students listed on the front of this form) who will be attending JCPS for the 2019-2020 School Year:**

*\* Residence Area Home School is defined as the school of your defined boundary attendance area.*

1.	First	Last	Grade	Residence Area Home School
2.	First	Last	Grade	Residence Area Home School
3.	First	Last	Grade	Residence Area Home School
4.	First	Last	Grade	Residence Area Home School

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**SPECIAL PERMISSION GUIDELINES:**

- With the opening of Capital City High School and the boundary line adjustments for families within the Cedar Hill & Thorpe Gordon attendance areas, some affected students may be allowed to stay in their current track with their current class.
- Boundary lines will go into effect at the start of the 2019-2020 school year, and students will attend the school in which they reside.
- JCPS does not want to split families when siblings could be in the same building. We will consider these special permission scenarios:
- Special permission only applies to younger siblings when an older sibling is attending the requested building and both siblings will attend the school at the same time.
- Once a student forfeits their special permission and attends their home school, the student will remain at their home school.
- Current (2018-2019) TJMS or LCMS students can finish their middle and high school track with their class, provided residency does not change.
- This does not apply to current middle school students attending on special permission.
- If you are a middle school student who attended Thorpe Gordon or Cedar Hill and live in the area impacted by boundary line changes, you are eligible to apply for special permission to stay in your current building (with your current class).
- All special permissions granted will require personal transportation.
- All non-boundary line special permission requests can be submitted when that window opens in April.

To be considered for special permission you must fill out the “2019-2020 Boundary Change Special Permission” form on the front side of this document and submit to: **JCPS Chief of Learning, 315 East Dunklin St., Jefferson City, MO 65101. We request the return of completed applications by February 1, 2019.** (If additional copies of this form are needed, the form can also be found by visiting the “Address Look-Up” page on the JCPS website ([www.jcschools.us](http://www.jcschools.us))).

For questions about special permissions, please contact the JCPS Elementary or Secondary Education department by calling 573-659-3041.