



Burch Charter School of Excellence

100 Linden Avenue · Irvington, NJ 07111 · (973) 373-3223

Dr. Jeff White Chief School Administrator

September 21, 2020

To the Parents of BCSE Scholars,

The Irvington Board of Education requires BCSE parents to provide one proof of Irvington residency at the beginning of every school year.

BCSE is now accepting **one proof of Irvington residency**, as per the districts registration policy. Any **one** of the following items below are acceptable documentation for proof of residency. This documentation is due by October 5, 2020.

ACCEPTABLE PROOF OF RESIDENCY FOR BURCH CHARTER SCHOOL

- 1) PSE&G Bill (August 2020-September 2020)**
- 2) Cable Bill (August 2020-September 2020)**
- 3) Current Typed Lease or Notarized Letter from Family Member**

THESE ARE THE ONLY DOCUMENTS THAT THE DISTRICT WILL ACCEPT

If you provide a notarized letter from a family member, the family member is required to provide a PSE&G Bill (July 2020 – Sept. 2020), or a Current Typed lease in their name.

Please submit your POR via email to Ms. Moore at imoore@burchcharterschool.org **ASAP** if you haven't already done so. **Every student must have a current Proof of Residency on file at BCSE.**

Thank You,

Ms. Moore

BCSE Registrar