

## **ENROLLMENT PACKET**

Superintendent George Rierson
Athletic DirectorJoshua Hess
Caro High School Matt Branding, Principal 301 N. Hooper St Lindsay Bitzer, Assistant Principal Caro, MI 48723 989-673-3165 Grades 9, 10, 11 & 12
Caro Middle SchoolRhonda Bringard, Principal 299 N. Hooper StNick Moyer, Assistant Principal Caro, MI 48723 989-673-3167 Grades 6, 7 & 8
Schall Elementary School
McComb Elementary School
Caro Alternative High School 217 N State St Caro, MI 48723 989-673-6845 Alternative & Adult Education

## A Welcome from the Superintendent ~ George Rierson

Welcome to Caro Community Schools! Home of the Tigers!

The mission of Caro Community Schools is: "We cultivate academic excellence in an environment that fosters physical, social and emotional growth which empowers students to become responsible citizens in our community and in an everchanging world."

The district is comprised of five (5) schools: McComb Elementary (K-2), Schall Elementary (3-5), Caro Middle School (6-8), Caro High School (9-12) and Caro Alternative High School.

We have a well-rounded curriculum district-wide including a comprehensive character education program (K-12), fullday Kindergarten, and Advanced Placement courses in the High School. We provide free breakfast to students every morning. Our athletic Department offers a full complement of sports including: Basketball, Cross Country, Football, Volleyball, Golf, Tennis, Wrestling, Baseball, Soccer, Softball, Swimming and Diving, and Track and Field.

I understand there is some repetition and redundancy of information on the following forms. However, it is critically important that all of the documents are complete in order to process your application for enrollment.

Thank you again for choosing Caro Community Schools!

### **REGISTRATION CHECK-LIST**

- Birth Certificate
- Immunization Record
- Registration Form
- (2) Proof of Residency and if not a resident, School of Choice application during open enrollment
- Concussion Form
- Emergency Medical Information
- Transportation Information
- Special Education Forms if applicable
- Affirmation of Prior Discipline Record
- Request for School Records
  - Early Dismissal Form

 **CARO COMMUNITY SCHOOLS** 

Registration Form	Date:
STUDENT NAME:	GENDER:
LAST FIRST	MIDDLE MALE/FEMALE
ADDRESS:	GRADE:
	BIRTHDATE:
BIRTHPLACE:	ENROLLMENT DATE:
CITY STATE/COUNTRY	ENROLLMENT DATE:
ETHNICITY: Is this student Hispanic/Latino (Choose No, not Hispanic/Latino	only one) Yes, Hispanic/Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)
RACE: (use percentages to rank ethnic groups in order) American Indian or Alaska Native Asian American Black or African American	Native Hawaiian or Other Pacific Islander White
LANGUAGE SPOKEN IN HOME:	STUDENT SS #
HAS YOUR CHILD EVER BEEN ENROLLED IN A SPECIAL IF YES, COMPLETE TEMPORARY PLACEMENT FORM. STUDENT'S E-MAIL ADDRESS:	EDUCATION CLASSROOM SETTING?
RESIDENCY INFORMATION IS THE STUDENT A RESIDENT OF CARO COMMUNITY SO	CHOOLS? YES NO
IF NOT, WHAT DISTRICT DO YOU LIVE IN?	
IF NOT, HAVE YOU APPLIED THROUGH SCHOOL OF CH	IOICE? YES NO (Attach copy of application)
WHAT COUNTY DO YOU LIVE IN?	TOWNSHIP?
WHERE IS THE STUDENT LIVING NOW? (check one bo	x) ] in a one family dwelling with more than one family
in a car in a trailer park or campsite	] with friends/family members (other than parent/guardian)
in a shelter in a motel or hotel	none of the above
RESIDENCY VERIFICATION AFFIDAVIT:	

# According to State Attorney General Opinion No. 5925, school districts have the right to ask new enrollees to prove residency. By signing the affidavit, you are affirming that the address given on all enrollment forms is the legal residence of the parent/guardian enrolling the student and is the residence of the student.

Should the district learn that this is not the residence and that the parent lives outside the boundaries of the Caro Community School District, a School of Choice application must be filled out immediately (if it is during open-enrollment period) or a release from the district of residence must be provided immediately or the student may be <u>EXCLUDED</u> from the district.

#### WITH WHOM DOES THE STUDENT RESIDE:

i.e. (MOTHER & FATHER) ~ (MOTHER & STEP-FATHER) ~ (FATHER & STEP-MOTHER) ~ (FOSTER PARENTS) ~ (GRANDPARENTS)

\_\_\_\_\_

#### **PARENT/GUARDIAN INFORMATION:**

#### HEAD OF HOUSEHOLD WHERE STUDENT RESIDES:

NAME:	RELATIONSHIP TO STUDENT:				
· · · · ·				i.e. FATHER, M	OTHER, ETC
DATE OF BIRTH:	GENDER:		_ MARITAL STATI	JS:	
		MALE/FEMALE		MARRIED/DIV	ORCED/SINGLE
SOCIAL SECURITY #:	E-MAIL	ADDRESS:			
OCCUPATION:					
EMPLOYER'S NAME:					
EMPLOYER'S ADDRESS:					
EMPLOYER'S ADDRESS:	STREET ADDRESS		CITY	MI	ZIP CODE
HOME PHONE:	WORK PHONE:		CELL PHONE	:	
NAME:		RELATIONSHI	P TO STUDENT: _	i.e. FATHER, M	OTHER, ETC
DATE OF BIRTH:	GENDER:		_ MARITAL STATI	JS:	
		MALE/FEMALE		MARRIED/DIV	ORCED/SINGLE
SOCIAL SECURITY #:	E-MAIL	ADDRESS:			
OCCUPATION:					
EMPLOYER'S NAME:					
EMPLOYER'S ADDRESS:					
	STREET ADDRESS		CITY	MI	ZIP CODE
HOME PHONE:	WORK PHONE:_		CELL PHONE	:	
COMMENTS					
COMMENTS:					

PARENT/GUARDIAN INFORMATION:

## HEAD OF HOUSEHOLD WHERE STUDENT DOES NOT RESIDE:

NAME:	RELATIONSHIP	• TO STUDENT:	i.e. FATHER, MOTHER, ETC		
ADDRESS:				i.e. FATHER, MO	THER, ETC
	GENDER:			S:	DRCED/SINGLE
SOCIAL SECURITY #:	E-MAIL	ADDRESS:			
OCCUPATION:					
EMPLOYER'S NAME:					
EMPLOYER'S ADDRESS:	STREET ADDRESS		CITY	MI	ZIP CODE
	WORK PHONE:				
NAME:		RELATIONSHIP	P TO STUDENT:		
DATE OF BIRTH:	GENDER:	MALE/FEMALE	MARITAL STATU		DRCED/SINGLE
SOCIAL SECURITY #:	E-MAIL	ADDRESS:			
OCCUPATION:					
EMPLOYER'S NAME:					
EMPLOYER'S ADDRESS:	STREET ADDRESS		CITY	MI	ZIP CODE
HOME PHONE:	WORK PHONE:		CELL PHONE:		
	ENT INFORMATION (PROGR				

SCHOOL LAST ATTENDED:			
ADDRESS:	CITY	MI	ZIP CODE
LAST DATE OF ATTENDANCE AT PREVIOUS SCHOOL:			
DID STUDENT "FORMALLY" CHECK OUT OF PREVIOUS SCHOOL?	YES NO		
WILL THE STUDENT BE DRIVING A VEHICLE TO SCHOOL?			
IF YES, A MANDATORY PARKING REGISTRATION FORM IS AVAILABLE	IN THE HIGH SCH	OOL OFFICE.	
CARO COMMUNITY SCHOOLS OFFERS SKYWARD FAMILY ACCESS TO	PARENTS SO YOU	HAVE THE ABI	ITY TO VIEW
CURRENT (AND PAST) GRADES, ATTENDANCE, DISCIPLINE, DEMOGR			
CURRENT AND PAST), ETC.		,	,
AS AN OPTION TO SAVE THE DISTRICT MONEY, WOULD YOU BE ABL ACCESS AND RECEIVE ONLY THE FINAL REPORT CARD OF THE YEAR			
COPY MAILED TO YOU:		VOOLD VOO EI	
I WOULD LIKE TO RECEIVE HARD COPIES OF REPORT CARDS IN MAIL	_: 🗌 YES 🗌 N	10	
I WOULD LIKE TO VIEW REPORT CARDS VIA SKYWARD FAMILY ACCE	SS: YES	NO	
TWOOLD LIKE TO VIEW REPORT CARDS VIA SKTWARD FAMILT ACCE	<b></b>		
If you do not know your login and password, contact your building	office or kstein@	carok12.org.	
		_	
DO NOT FILL OUT - OFFICE U	SE ONLY		
Entry Date: Teacher:	Room #	Bus #	
Circle one: Resident or Non-Resident District of Residence:			
Handicapped Student?: Special Ed: Speech: Title I:	Reading Recovery:		
S.E. Temporary Placement Signed: Any medicine required:			alication
Birth Certificate: (OR signed BC Letter) Immunization Recor Field Trip (Elementary/MS): EnrolIment: Medical Care:			
Homeless Possibility? (Send form to Homeless Liaison) Transpor			p. Dept.)
Computer Use Form: Concussion Form:			<b> · /</b>
Legal documentation if child is not to be seen or picked up by other pare	nt. Custody papers	if there is a prol	olem:

## CARO COMMUNITY SCHOOLS - EMERGENCY MEDICAL INFORMATION

STUDENT NAME:	G	RADE: TEAC	CHER:	
DFFICE USE ONLY: BUS#	FIRST PICTURE		WALK	PICK-UP
HOME PHONE:	DATE OF BIF	RTH:	PLACE OF BIR	TH:
STUDENT RESIDES WITH:	FATHER	STEP-MOTHER	STEP-FATHER	GUARDIAN
Legal documentation if child is not t Please check if applicable.		ked up by other paren		
NAME:		Mother	STEP-MOTH	IER 🗌 GUARDIAN
ADDRESS:				
PLACE OF EMPLOYMENT:				
WORK PHONE:		_ CELL PHONE:		
NAME:				HER 🗌 GUARDIAN
ADDRESS:				
PLACE OF EMPLOYMENT:				
WORK PHONE:		_ CELL PHONE:		
DESCRIBE LOCATION OF HOME:				
OTHER CHILDREN LIVING IN HOUSEHC	DLD:			
NAME	AGE/GRADE		NAME	AGE/GRADE
NAME	AGE/GRADE		NAME	AGE/GRADE
NAME	AGE/GRADE		NAME	AGE/GRADE

OFFICE USE ONLY:

## ALTERNATE EMERGENCY BUS STOP (ONE PERMITTED ONLY)

BU	5 # PICTURE		M T W TH F DAILY	WALK/PICK-UP Please
not	e if student will be riding to this	location daily.		
	case my child becomes ill or injure /we cannot be reached, call:	ed at school, notify		
1.	LAST FIRST	Phone #	Relationship:	
	ADDRESS			
2.		Phone #	Relationship:	
	LAST FIRST			
	ADDRESS			
Or	have my child taken to the neares	t physician or hospital (	(listed below) or to any ot	her physician available.
НО	SPITALIZATION INSURANCE:			
PO	LICY #:			
	DICATION MY CHILD IS PRESENTLY			,
1.		3		
2.		4		
	ASE LIST ANY SEVERE ALLERGIES ( ase indicate NONE)	DR MEDICAL PROBLEMS	THAT THE SCHOOL SHOUL	D BE AWARE OF: (if none,
DO	ES YOUR CHILD HAVE GLASSES TO	BE WORN IN THE CLASS	ROOM? YES NO	
PH	YSICIAN'S NAME:		PHONE #:	
DEI	NTIST'S NAME:		PHONE #:	
PRI	FERRED HOSPITAL:			
INS	URANCE COMPANY:		POLICY #	
	E SCHOOL IS HEREBY AUTHORIZ AN EMERGENCY AND I HEREBY			S FORM IN THE EVENT

## **RESIDENCY VERIFICATION AFFIDAVIT**

According to State Attorney General Opinion No. 5925, school districts have the right to request proof of pupil residency. By signing this affidavit, you are affirming that the address given on all enrollment forms is the legal residence of the parent or guardian enrolling the student and is the residence of the student.

If you are living in the home of another person without a rental or lease agreement, that person must sign this document and prove <u>their</u> residency.

Verification of residency may be made with two (2) of the following: (check which is used)

Driver's License State ID or Voter Registration	Purchase Agreement (if it denotes residency)	Moving Bill
Insurance Forms	Property Tax Payment	Utility Bill
Lease Agreement	Mortgage Receipt	Other (specify)

## PLEASE READ CAREFULLY

Should the district learn that this is not the residence and that the parent lives outside the boundaries of the Caro Community Schools, the student will be **PROHIBITED** from attending Caro Community Schools. Further, the district may require payment of tuition for the time in attendance as a non-resident and will take any legal steps to recover same.

Student(s) Name

Date

\_\_\_\_\_

Parent or Guardian Signature

\_\_\_\_\_

Signature of Person With Whom Residing (If applicable)

Street Address

City State & Zip

Signature of Staff Person Enrolling Student

## EARLY DISMISSAL FORM

#### SEVERE FALL OR SPRING WEATHER

THE CARO COMMUNITY SCHOOLS WILL NOT DISMISS STUDENTS EARLY DUE TO SEVERE FALL OR SPRING WEATHER CONDITIONS. STUDENTS WILL BE DISMISSED AT THEIR REGULAR DISMISSAL TIME UNLESS THERE IS A TORNADO WARNING IN EFFECT AT DISMISSAL TIME. IN WHICH CASE, DISMISSAL WILL BE POSTPONED UNTIL THE WARNING IS LIFTED. PARENTS WHO WISH TO PICK UP THEIR CHILDREN WHEN SEVERE WEATHER OR TORNADO WARNINGS ARE IN EFFECT ARE FREE TO DO SO. STUDENTS WILL BE EXCUSED TO LEAVE ONLY WITH THOSE PEOPLE WHO ARE LISTED BELOW.

I HEREBY GIVE MY PERMISSION FOR MY CHILD TO LEAVE SCHOOL WITH THE FOLLOWING PERSONS: (IF NONE, PLEASE STATE "NO ONE")

1.			Phone #	Relationship:
	LAST	FIRST		
2.			Phone #	Relationship:
	LAST	FIRST		
3.			Phone #	Relationship:
-	LAST	FIRST		•

### ANNOUNCEMENTS

SCHOOL CANCELLATIONS OR A CHANGE IN STARTING/ENDING TIMES WILL BE MADE AS SOON AS POSSIBLE ON CARO COMMUNITY SCHOOLS FACEBOOK PAGE AND THE FOLLOWING TV STATIONS:

WNEM TV5 \* WJRT TV12 \* NBC TV25 \*

IN FAMILIES WHERE BOTH PARENTS WORK, PARENTS ARE ASKED TO DISCUSS A PLAN OF ACTION WITH THEIR CHILDREN SO EACH CHILD WILL KNOW WHAT TO DO SHOULD SCHOOL CLOSE EARLY. THIS IS EXTREMELY IMPORTANT AS THE SCHOOL CANNOT HANDLE THE VOLUME OF CALLS IT WOULD TAKE TO GET THIS INFORMATION TO EACH CHILD.

SHOULD YOU WISH ANY EXCEPTION OF THE CURRENT DISMISSAL ROUTINE, PLEASE FILL OUT THE FORM BELOW. NO OTHER EXCEPTIONS TO THE USUAL ROUTINE WILL OCCUR WITHOUT WRITTEN OR VERBAL CONSENT.

### SHOULD AN EARLY DISMISSAL OCCUR, I WOULD LIKE MY CHILD TO DO THE FOLLOWING:

	GO HOME	IN THE NORMAL	MANNER				
	STAY AT SCHOOL UNTIL I PICK HIM/HER UP						
	RIDE BUS I	HOME					
	WALK TO						
_		NAME/PLACE	ADI	DRESS			
	OTHER						

### AFFIRMATION OF PRIOR DISCIPLINE RECORD

DIRECTIONS: Check the applicable paragraph, provide all appropriate information and sign this document.

Paragraph I:

\_\_\_\_\_ The undersigned affirm that \_\_\_\_\_\_ has <u>not</u> been suspended or expelled from any public or private school in Michigan or any other state for an offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence against persons and/or property committed on school premises, at any school sponsored activity, or on a public or private conveyance providing transportation to and from a school or school sponsored activity.

#### Paragraph 2:

\_\_\_\_\_ The undersigned affirms that \_\_\_\_\_\_ <u>has been</u> suspended or expelled from a public or private school in Michigan or another state or for one or more offenses involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for an act of violence against persons and/or property committed on school premises, at any school sponsored activity, or on a public or private conveyance providing transportation to and from a school or school sponsored activity.

If you checked paragraph 2, explain the circumstances in detail. Include the school name, dates of suspension or expulsion and a description of the incident giving rise to the suspension or expulsion.

STUDENT SIGNATURE		DATE
PARENT/GUARDIAN SIGNATURE		
Name of sending (former) School District: .		
Sending School - Please check one:	÷	records, we can verify that the information parent/student <u>is</u> correct.
		ccording to our records, the information parent/student <u>is not</u> correct.
The student has been involved in offenses	involving weapons alcohol or d	rugs or willful infliction of injury to persons

The student has been involved in offenses involving weapons, alcohol or drugs, or willful infliction of injury to persons or act of violence against persons and/or property committed on school premises, at a school sponsored activity, or on a public or private conveyance providing transportation to or from school or a school sponsored activity, please forward appropriate disciplinary documentation.

SIGNATURE OF SENDING DISTRICT ADMINISTRATOR

TITLE

## CARO COMMUNITY SCHOOLS REQUEST FOR SCHOOL RECORDS

Student	Name	Date of Birth	Grade
Previo	ous school attended:		
Addres	ss:		
Re	ecords Requested:		
AAA	record) <b>Student UIC#</b> Family Background Data Discipline History Special Education Files and Psychological Standardized Achievement, Intelligence & Personality and Interest Test Scores Record of Extra Curricular Activities Teacher and Counselor Observations and F	- Files Aptitude Test Scores	
studen	it, we are requesting that you answer the qu	on about one of your former students. Before uestions below about the above student. I or expelled from your school district?	e we formally enroll the

2. Is disciplinary action pending against this student? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

- 3. Was this student in a special education program in your school district? \_\_\_\_\_ If yes, please give student's current placement: \_\_\_\_\_\_
- 4. Student's last date of entry to your school? \_\_\_\_\_\_ Number of days absent this school year? \_\_\_\_\_\_ When was the student's last day of attendance at your school? \_\_\_\_\_\_

<u>Parent Release Form</u>: As parent or legal guardian for the above named student, I hereby authorize the release of all school records to the Caro Community Schools and request that they be sent to the above address at your earliest convenience.

According to the Final Regulations-Family Educational Rights & Privacy Act (Buckley Amendment) dated 6-17-76, it is no longer necessary to obtain written consent to release records. It states that school officials, including teachers within the educational system in which a student intends to enroll, may receive a student's record **without** parental consent for such release.

Parent/Guardian Signature

Date

PLEASE SEND RECORD TO: