



**Jefferson Elementary School**  
100 Princetown Road, Schenectady, NY 12306  
Phone: 518-355-1342 | Fax: 518-704-4750

Joby Gifford, Principal, Ext. 5001  
Lisa Young, Assistant Principal, Ext. 5080

January 2025

Dear Parents of Incoming Kindergarten Students

The process of welcoming a new student to Kindergarten begins much earlier than the day they enter the doors in September. The first step is the completion of the registration paperwork, which allows the school to begin preparing for the arrival of your child. Within this registration packet, you will find a letter from Superintendent Dr. Reardon detailing the forms and information required for this process.

**Completed paperwork must be brought in person to the District Office. Please call and set up an appointment to register. Appointments must be made by March 21. Registrations must be fully complete by May 8 in order for your child to be screened. It is a critical step in getting your child enrolled. Upon completion of registration, you will sign up for a screening time for your child. Screening will take place the week of May 2.**

Information as well as downloadable registration packets can be found on our school website, [www.schalmont.org](http://www.schalmont.org), on the Student Registration webpage.

Contact the District Office to make an initial registration appointment by calling Donna Notar at 518-355-9200 Ext. 4005 or emailing [dnotar@schalmont.net](mailto:dnotar@schalmont.net).

The next step is the Parent Orientation, which will take place at Jefferson Elementary on Wednesday, April 9 from 6:00 to 7:00 p.m.

We look forward to having your family be part of Jefferson Elementary School.

Sincerely

Joby Gifford  
Principal

Lisa Young  
Assistant Principal

## **KINDERGARTEN REGISTRATION CHECKLIST**

**Please set up appointment with District Office by March 21  
Registrations must be fully completed by May 2 in order to screen.**

**The following form should be completed and provided during the initial registration appointment:**

- New Student Registration Form
- Parent/Guardian Photo Identification
- Student Residency Questionnaire
- Census Form (*Please do not mail; return in-person with paperwork*)
- Medical-Social Health History Form
- Health Certificate/Appraisal Form
- Dental Health Certificate (*optional*)
- Transportation Registration Form
- Student Racial and Ethnic Identification Form
- Home Language Questionnaire
- Chromebook Agreement
- School Health Services Form
- Application for Free and Reduced Price School Meals/Milk (if applicable)

If registering family is living with district family, please complete:

- Affidavits for Residency- In-District Resident (provide a proof of residency) **and** Registering Guardian of New Student

Other Required Documentation:

- Birth Certificate (*or other acceptable documentation to determine child's age*)
- Health/Physical records & Immunization Records
- Special Education Information (*if applicable*)
- Custody Papers (*if applicable*)

**Please don't forget to bring at least TWO acceptable proofs of residency.**

Dear Families,

Welcome to Schalmont! We recently revised our Student Registration packet to make the process as convenient as possible. **One packet must be completed for each child.**

In the packet is a "New Student Registration Form". Please complete the form and contact (518-355-9200 ext. 4005 or [dnotar@schalmont.net](mailto:dnotar@schalmont.net)) or Debbie Falcone (518-355-9200 ext. 4014 or [dfalcone@schalmont.net](mailto:dfalcone@schalmont.net)) in the District Office to make an initial registration appointment.

After the Registration Form has been submitted, new residents have three business days to complete and return the remainder of the registration packet. You are also welcome to submit the New Student Registration Form and packet at your initial appointment. Once your paperwork is reviewed, your child's school will contact you with your child's teacher, bus information, and other details.

## Required Documents

Please be prepared to provide **two proofs of residency** when you register your child (please note PO boxes are not acceptable).

### Proof 1 – Determine which of the four selections below that you fall under:

#### 1. Registrants who are Homeowners:

- Existing home - Proof of ownership of residential property within the district, such as a deed, a mortgage statement, or a copy of a school tax bill.
- New home – Copy of sales/building contract including proof of closing date plus photography of new home. If you are not living in the home when registering, a Certificate of Occupancy must be provided within 90 days. Transportation during the transition is the responsibility of the homeowner.

#### 2. Registrants who are Renters:

- Signed residential lease agreement for property within the district.

#### 3. Registrants who are living with another district family:

- Statement from the district resident that owns the property that the registrant family resides with, using the notarized affidavits (for both families).

#### 4. Registrants sponsoring a foster child

- A district may also accept other proof such as documentation indicating that the child resides with a sponsor with whom the child has been placed by an agency. Please provide evidence from Department of Social Services, a written statement from the foster parents, and form LDSS 2999.

### Proof 2 – One from the following list:

- Pay stub, income tax form, utility or other bills (dated 30 days prior to registration)
- Voter registration documents
- Official driver's license, learner's permit, or non-driver identification card
- State or other government-issued identification
- Documents issued by federal, state or local agencies (e.g. local Social Services agency, federal Office of Refugee Resettlement)
- Evidence of custody (e.g. court order, guardianship papers)

If you cannot prove the student's residency with a family, you may qualify for McKinney Vento status (see attached Student Residency Questionnaire).

**Please be prepared to present the following additional documentation at the time of registration:**

- Parent/Guardian photo identification
- Health records for the student(s)
- Special education information, such as Individualized Education Plan and most recent psychological evaluation (if applicable)
- Custody papers (if parents are separated, divorced, or not living together)
- A child's certified birth certificate or certified baptism records. If neither are available, school officials may consider the following as evidence of a child's age:
  - Passport
  - Official driver's license
  - Government issued identification
  - School Photo ID with Birthdate
  - Consulate ID with Birthdate
  - Hospital or Health Records with Birthdate
  - Other government issued documents showing age, including court orders and custody papers (e.g. military dependent ID card)
  - Records from non-profit international aid agencies

The District reserves the right to require verification of any documentation provided. All children between the ages of 6 and 21 who have not yet graduated from high school and who are residents of the Schalmont Central School District have a right to attend our schools.

If the School Resource Officer verifies that any registration documents have been falsified, written notice will be provided to the parent/guardian stating that the child is not entitled to attend our schools.

Should any questions arise during the registration process, please call the District Office. Thank you!

Sincerely,



Dr. Thomas Reardon  
Superintendent

# Max the mighty's JOURNEY TO JEFFERSON

A PROGRAM FOR  
INCOMING JEFFERSON  
KINDERGARTENERS



STORY TIME WITH CRAFT



ENJOY A SPECIAL SNACK  
WITH NEW FRIENDS



TOUR A CLASSROOM & MEET  
SOME CURRENT STUDENTS



## SIGN UP ONLINE!!!

[WWW.JEFFERSONELEMENTARYPTO.COM/JOURNEYTOJES](http://WWW.JEFFERSONELEMENTARYPTO.COM/JOURNEYTOJES)

March 5 & 20  
6-7 pm

March 13 & 27  
10-11 am

Jefferson Elementary  
Cafeteria  
100 Princetown Rd.  
Schenectady, NY



Max the  
Mighty  
Sabre

✉ [julie@jeffersonelementarypto.com](mailto:julie@jeffersonelementarypto.com) | 518.892.7495



**For office use only**

Registration Date: \_\_\_\_\_

Student ID: \_\_\_\_\_

Assigned/Advisor/HR/Counselor: \_\_\_\_\_

**NEW STUDENT REGISTRATION FORM**

**Student Information**

Student's Name \_\_\_\_\_ Gender M / F \_\_\_\_\_ Pronoun \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade/HR \_\_\_\_\_

Household Address (House #, Street, City, State, Zip, Apartment or Lot#) \_\_\_\_\_ Mailing Address (If Different) \_\_\_\_\_

(No P.O. Boxes) \_\_\_\_\_

Priority Household Phone Number: \_\_\_\_\_

Is this student a foster child?  Yes  No If yes, attach LDSS2999 Form.

Year Student First Entered 9<sup>th</sup> Grade (HS only) \_\_\_\_\_

**Previous Enrollment Information**

Former Address (House #, Street, City, State, Zip, Apartment or Lot#) \_\_\_\_\_ Former School \_\_\_\_\_

Has this student previously attended Schalmont Schools?  Yes  No If yes, when? \_\_\_\_\_ School \_\_\_\_\_

**Parent/Guardian Information**

<p><b>Parent/Guardian Name</b> _____</p> <p>Relationship to Student _____</p> <p>Legal Guardian: <input type="checkbox"/> Yes <input type="checkbox"/> No Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>Address (if different from household) _____</p> <p>Occupation _____ Active Duty Military <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Employer _____</p> <p>Employer Address _____</p> <p>Cell Phone: _____ Work Phone: _____</p> <p>Home Phone: _____ Email: _____</p>	<p><b>Parent/Guardian Name</b> _____</p> <p>Relationship to Student _____</p> <p>Legal Guardian: <input type="checkbox"/> Yes <input type="checkbox"/> No Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>Address (if different from household) _____</p> <p>Occupation _____ Active Duty Military <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Employer _____</p> <p>Employer Address _____</p> <p>Cell Phone: _____ Work Phone: _____</p> <p>Home Phone: _____ Email: _____</p>
---	---

**Siblings (use additional paper if necessary)**

Brother/Sister's Name	Date of Birth	School	Grade

**Emergency Contacts**

Name/Relationship to Student	Address	Phone Number	Relationship to Student

**Other Information**

Home Language \_\_\_\_\_ Received English as a Second Language Services? \_\_\_ Yes \_\_\_ No If yes, how many years of ESL \_\_\_\_\_

<p><b>Ethnic Group:</b> Please Circle <b>ONE</b>: (Required by “No Child Left Behind” Federal Legislation)</p> <p>Is the student Hispanic, Latino or of Spanish origin? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Circle one or more races from the following racial groups: <b>Select at least one racial box.</b></p> <p><input type="checkbox"/> American Indian or Alaskan Native  <input type="checkbox"/> Asian  <input type="checkbox"/> African American (Black)  <input type="checkbox"/> Caucasian (White)  <input type="checkbox"/> Native Hawaiian or other Pacific Islander</p>	<p><b>Special Education and Academic Intervention (Remediation) Services</b></p> <p><b>Is your child identified by the Committee on Special Education?</b> Classification _____</p> <p>Has your child received:</p> <p><input type="checkbox"/> Speech and Language  <input type="checkbox"/> Occupational/Physical Therapy  <input type="checkbox"/> Consultant/Resource Room Teacher  <input type="checkbox"/> Self-Contained Classroom  <input type="checkbox"/> BOCES Placement - Where? _____  <input type="checkbox"/> Academic Intervention Services (Remediation) in <input type="checkbox"/> Math <input type="checkbox"/> Reading <input type="checkbox"/> Other _____</p>																
<p><b>Health Information</b></p> <p>Please list any medications taken daily or as needed at home or school:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Are immunizations up-to-date? <input type="checkbox"/> Yes <input type="checkbox"/> No                  If not, were immunization requirements waived due to:  <input type="checkbox"/> Medical exemption (attach documentation)</p>	<p style="text-align: center;"><b>(For Office Use Only)</b></p> <p><b>Proof of Residency Displaying Household Address</b></p> <p>Required <b>ONE</b> from the following:</p> <p><input type="checkbox"/> For family living with family: Notarized statement from district homeowner and proof of residency for parent/guardian below  <input type="checkbox"/> Purchase/lease agreement/rent receipt  <input type="checkbox"/> Tax bill (school /property) or Mortgage Statement</p> <p>And <b>ONE</b> from the following:</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Driver’s license, learner’s permit</td> <td><input type="checkbox"/> Birth certificate or passport</td> </tr> <tr> <td><input type="checkbox"/> Income tax form</td> <td><input type="checkbox"/> Custody papers</td> </tr> <tr> <td><input type="checkbox"/> Pay stub</td> <td><input type="checkbox"/> Health Records</td> </tr> <tr> <td><input type="checkbox"/> Voter registration card</td> <td><input type="checkbox"/> Last Report Card</td> </tr> <tr> <td><input type="checkbox"/> Bank statement</td> <td><input type="checkbox"/> Special Education (IEP &amp; Psychological Testing)</td> </tr> <tr> <td><input type="checkbox"/> Car Insurance</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Phone bill with household parent’s name/address</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Utility bill with household parent’s name/address</td> <td></td> </tr> </table>	<input type="checkbox"/> Driver’s license, learner’s permit	<input type="checkbox"/> Birth certificate or passport	<input type="checkbox"/> Income tax form	<input type="checkbox"/> Custody papers	<input type="checkbox"/> Pay stub	<input type="checkbox"/> Health Records	<input type="checkbox"/> Voter registration card	<input type="checkbox"/> Last Report Card	<input type="checkbox"/> Bank statement	<input type="checkbox"/> Special Education (IEP & Psychological Testing)	<input type="checkbox"/> Car Insurance		<input type="checkbox"/> Phone bill with household parent’s name/address		<input type="checkbox"/> Utility bill with household parent’s name/address	
<input type="checkbox"/> Driver’s license, learner’s permit	<input type="checkbox"/> Birth certificate or passport																
<input type="checkbox"/> Income tax form	<input type="checkbox"/> Custody papers																
<input type="checkbox"/> Pay stub	<input type="checkbox"/> Health Records																
<input type="checkbox"/> Voter registration card	<input type="checkbox"/> Last Report Card																
<input type="checkbox"/> Bank statement	<input type="checkbox"/> Special Education (IEP & Psychological Testing)																
<input type="checkbox"/> Car Insurance																	
<input type="checkbox"/> Phone bill with household parent’s name/address																	
<input type="checkbox"/> Utility bill with household parent’s name/address																	

**Parent/Guardian Statement:**

*I certify that the above information is true and accurate. Any misinformation regarding residency may result in being billed as a tuition-paying student or exclusion from attending the Schalmont Central School District.*

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



### STUDENT RESIDENCY QUESTIONNAIRE

*Note to office staff: Please assist students and families filling out this form as needed*

Name of School: \_\_\_\_\_

Name of Student: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**ATTENTION:** The answer you provide below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they don't have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. Students who are protected under the McKinney-Vento Act may also be entitled to transportation and other services.

- 1. Is your current address a temporary living arrangement?     Yes    No
- 2. Is this temporary living arrangement due to loss of housing or economic hardship?     Yes    No

**If you answered NO, you may stop here.**  
**If you answered YES, please complete the remainder of this form.**

Where is the student presently living (check one box)?

- In a hotel/motel
- In a shelter
- With more than one family in a house or apartment
- In a car, park, bus, train or campsite
- In a place not designed for ordinary sleeping accommodations such as a car, park, or campsite
- Other temporary living situation (Please describe): \_\_\_\_\_
- In permanent housing

Print name of parent(s)/legal guardians(s) or student (if unaccompanied youth)

Name: \_\_\_\_\_

Current Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of parent(s)/legal guardian(s) or student: \_\_\_\_\_

Date: \_\_\_\_\_

I certify the above named student qualifies for the Child Nutrition Program under the provisions of the McKinney-Vento Act.

\_\_\_\_\_ Date McKinney-Vento Liaison Signature

If "yes" was answered above, please send a copy of this form to Genienne Bakuzonis, McKinney-Vento Liaison, at the Schalmont District Office.





Only Complete if Registering Family Is Living with Another District Family
AFFIDAVIT REGARDING RESIDENCY- MUST BE NOTARIZED

DISTRICT HOMEOWNER RESIDENT

STATE OF NEW YORK, COUNTY OF SCHENECTADY

\_\_\_\_\_, being duly sworn, deposes and says:
(Print full name)

- 1. I reside at \_\_\_\_\_, which is within the Schalmont Central School District.
2. I hereby attest that the following people reside at the above address with me (please list all adults and students at this address below).

\_\_\_\_\_, \_\_\_\_\_
\_\_\_\_\_, \_\_\_\_\_
\_\_\_\_\_, \_\_\_\_\_

- 3. I make this affidavit to induce the District to allow the above named children to enroll in or to continue to attend school in Schalmont and acknowledge that if they do not actually live at this address or any address within the District, that they will not be allowed to continue attendance in Schalmont and that the legal guardians of the children listed may owe the District monies as tuition for their attendance.
4. I understand that the statements made in this affidavit will be relied upon by the Schalmont Central School District. I swear/affirm that these statements are true under the penalties of perjury, and I understand that the filing of a false instrument and the theft of services from a governmental agency such as a school district may be crimes punishable under New York State Law.
5. If any of the above information changes, I understand that it is my responsibility to immediately inform the district of these changes.

\_\_\_\_\_ (Initial here please)

\_\_\_\_\_, \_\_\_\_\_
Resident's Signature

\_\_\_\_\_, \_\_\_\_\_
Phone Number

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (Year)

\_\_\_\_\_, \_\_\_\_\_
Notary Public



**Only Complete if Registering Family Is Living with Another District Family  
AFFIDAVIT REGARDING RESIDENCY- MUST BE NOTARIZED**

**PARENT/GUARDIAN OF NON-DISTRICT STUDENT**

STATE OF NEW YORK, COUNTY OF SCHENECTADY

\_\_\_\_\_, being duly sworn, deposes and says:

(Print full name)

- I am the natural parent of \_\_\_\_\_  
(full name(s) of child/children)
- I understand that in order to enroll my child/children as students in the Schalmont Central School District that I and my child/children must reside within the boundaries of the District.
- I hereby attest that I reside, with my child/children at \_\_\_\_\_,  
which is a residence within the boundaries of the Schalmont Central School District.
- I make this affidavit to induce the District to allow the above named children to enroll in or to continue to attend school in Schalmont and acknowledge that if they do not actually live at this address or any address within the District, that they will not be allowed to continue attendance in Schalmont and that the legal guardians of the children listed may owe the District monies as tuition for their attendance. Approved rates for tuition reimbursement for the 2025-26 school year are \$8,372 for a K-6 child and \$18,968 for a Grade 7-12 child. This money will be collected in addition to the termination of attendance within the Schalmont Central School District if the information provided is false.
- I understand that the statements made in this affidavit will be relied upon by the Schalmont Central School District. I swear/affirm that these statements are true under the penalties of perjury, and I understand that the filing of a false instrument and the theft of services from a governmental agency such as a school district may be crimes punishable under New York State Law. I further acknowledge that making false statements in this affidavit may subject me to criminal prosecution. False statements will be turned over to the Rotterdam Police Department or other police agency.
- If any of the above information changes, I understand that it is my responsibility to immediately inform the district of these changes.

\_\_\_\_\_ (Initial here please)

\_\_\_\_\_  
Resident's Signature

\_\_\_\_\_  
Phone Number

Sworn to before me this \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_ (Year)

\_\_\_\_\_  
Notary Public



### CENSUS FORM

The district collects information from residents in order to plan for future student enrollment. The following form should be returned by mail or fax to the District Office or in-person to any district school. (Only one form per family, please).

Name of Household Parent(s)/Guardian(s): \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Is this address in the Schalmont Central School District?  Yes  No

1. How long have you lived at this address? Years \_\_\_\_\_ Months \_\_\_\_\_

2. Previous Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

3. Previous School District \_\_\_\_\_

4. Are you the owner of this residence?  Yes  No If NO, name/address/phone number of landlord:

Landlord Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Landlord Phone \_\_\_\_\_

5. Is this a multi-family dwelling?  Yes  No If YES, how many units? \_\_\_\_\_

Please indicate all children (0-18) living at this address. Please list additional children on the back as necessary.

First Name	Middle Name	Last Name	Date of Birth	Preschool Y/N	Grade Enrolling

Registrant/Resident's Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you for your assistance. If you have any questions, please contact Deb Falcone at 518-355-9200, ext. 4014 or [dfalcone@schalmont.net](mailto:dfalcone@schalmont.net).

## MEDICAL-SOCIAL HEALTH HISTORY FORM

Student's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Household Address: \_\_\_\_\_ Household Phone: \_\_\_\_\_

Parent/Guardian Names: \_\_\_\_\_

Marital Status:  Married  Separated  Divorced  Widow(er)

Child Resides with:  Both Parents  One Parent \_\_\_\_\_  Other \_\_\_\_\_  
(Indicate Name) (Relationship to Student)

Family Data: Please list immediate family (step-parents, brothers and sisters, step and half siblings) and any other persons living in your household.

Name of Person	Relationship to Student	Date of Birth	Living at Home	
			Yes	No

Please complete as much information on the following form as possible.

### Medical Information:

If your child has had any of the following health problems or diseases, please check below and comment as necessary in the space provided.

<input type="checkbox"/> Allergies <input type="checkbox"/> Bee Sting Allergy <input type="checkbox"/> Blood Disorders <input type="checkbox"/> Chicken Pox <input type="checkbox"/> Chronic Ear Infections <input type="checkbox"/> Diabetes <input type="checkbox"/> Epilepsy	<input type="checkbox"/> Fainting Spells <input type="checkbox"/> Hearing Loss <input type="checkbox"/> Heart Disease <input type="checkbox"/> Hepatitis <input type="checkbox"/> Measles <input type="checkbox"/> Mononucleosis <input type="checkbox"/> Mumps <input type="checkbox"/> Pneumonia	<input type="checkbox"/> Scarlet Fever/Strep <input type="checkbox"/> Seizures <input type="checkbox"/> Sickle Cell Disease <input type="checkbox"/> Tuberculosis <input type="checkbox"/> Vision Problems <input type="checkbox"/> Whooping Cough	Comments
---	---	---	----------

1. Please list any of your child's operations, injuries or hospitalizations.

Injury/Accident/Operation

Date

_____	_____
_____	_____
_____	_____

2. Has your child ever had a formal hearing or vision evaluation?  Yes  No

If yes, please indicate where: \_\_\_\_\_ Date of evaluation \_\_\_\_\_

3. Is your child currently taking any medication?  Yes  No

If yes, please list the medication, dosage, and reason for taking it. \_\_\_\_\_

Please be aware any medication taken in school requires a written order from a physician and written permission from a parent/guardian. This includes over the counter and non-prescription medication.

4. Does your child have a history of frequent:  Upper Respiratory Infections  Ear Infections

Please indicate: Frequency \_\_\_\_\_ Medication \_\_\_\_\_

Tubes \_\_\_\_\_ Date(s) \_\_\_\_\_

5. Does your child have any physical or medical problems that were not listed above that would interfere with his/her school performance?  Yes  No

If yes, please explain \_\_\_\_\_

6. Is English the only language spoken at home?  Yes  No

If no, what other language(s) is spoken at home? \_\_\_\_\_

7. Please describe your child's usual disposition:

Happy  Sad  Shy  Angry  Fearful  Outgoing

8. Please list and explain any specific questions/concerns you may have about your child:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Is there any other information about your child or family that will help us understand your child better?  
(Example: family illness, previous educational problems, new baby, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Complete the following section for students enrolling at Jefferson Elementary School only.**

**Developmental Information:**

- 10. Were there any problems with the pregnancy and/or delivery of your child?  Yes  No  
If yes, please explain \_\_\_\_\_  
\_\_\_\_\_
  
- 11. Please list the approximate ages that the following occurred:  
Sat Alone: \_\_\_\_\_ Walked Alone: \_\_\_\_\_ Said First Word: \_\_\_\_\_  
Toilet Trained: \_\_\_\_\_ Talked in phrases (ex. "go bye-bye") \_\_\_\_\_
  
- 12. Does your child have frequent toileting accidents?  Yes  No  
If yes, please describe the frequency and type of problem (bowel/bladder). \_\_\_\_\_
  
- 13. Does your child usually play:  alone  with older children  with younger children  
 with children approximately the same age  next to other children, rather than with the them
  
- 14. Approximately how long does your child play with one activity (coloring, blocks, etc.) \_\_\_\_\_
  
- 15. How does your child respond to directions?  
 usually does what adult requests  needs to be asked several times  usually ignores an adult
  
- 16. Has your child attended preschool?  Yes  No  
If yes, where and for how long? \_\_\_\_\_  
Were there any specific teacher recommendations? \_\_\_\_\_  
\_\_\_\_\_

**For Kindergarten Registration Only:**  
Do you have any questions or concerns about your child's readiness for kindergarten?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUIRED NYS SCHOOL HEALTH EXAMINATION FORM  
TO BE COMPLETED IN ENTIRETY BY PRIVATE HEALTH CARE PROVIDER OR SCHOOL MEDICAL DIRECTOR**

**Note:** NYSED requires a physical exam for new entrants and students in Grades Pre-K or K, 1, 3, 5, 7, 9 & 11; annually for interscholastic sports; and working papers as needed; or as required by the Committee on Special Education (CSE) or Committee on Pre-School Special education (CPSE).

**STUDENT INFORMATION**

Name:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F	DOB:
School:	Grade:	Exam Date:

**HEALTH HISTORY**

<b>Allergies</b> <input type="checkbox"/> No	<input type="checkbox"/> Medication/Treatment Order Attached	<input type="checkbox"/> Anaphylaxis Care Plan Attached
<input type="checkbox"/> Yes, indicate type	<input type="checkbox"/> Food <input type="checkbox"/> Insects <input type="checkbox"/> Latex <input type="checkbox"/> Medication	<input type="checkbox"/> Environmental

<b>Asthma</b> <input type="checkbox"/> No	<input type="checkbox"/> Medication/Treatment Order Attached	<input type="checkbox"/> Asthma Care Plan Attached
<input type="checkbox"/> Yes, indicate type	<input type="checkbox"/> Intermittent <input type="checkbox"/> Persistent <input type="checkbox"/> Other : _____	

<b>Seizures</b> <input type="checkbox"/> No	<input type="checkbox"/> Medication/Treatment Order Attached	<input type="checkbox"/> Seizure Care Plan Attached
<input type="checkbox"/> Yes, indicate type	<input type="checkbox"/> Type: _____	Date of last seizure: _____

<b>Diabetes</b> <input type="checkbox"/> No	<input type="checkbox"/> Medication/Treatment Order Attached	<input type="checkbox"/> Diabetes Medical Mgmt. Plan Attached
<input type="checkbox"/> Yes, indicate type	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> HbA1c results: _____	Date Drawn: _____

**Risk Factors for Diabetes or Pre-Diabetes:**

*Consider screening for T2DM if BMI% > 85% and has 2 or more risk factors: Family Hx T2DM, Ethnicity, Sx Insulin Resistance, Gestational Hx of Mother; and/or pre-diabetes.*

**BMI** \_\_\_\_\_ kg/m2 **Percentile (Weight Status Category):**  <5<sup>th</sup>  5<sup>th</sup>-49<sup>th</sup>  50<sup>th</sup>-84<sup>th</sup>  85<sup>th</sup>-94<sup>th</sup>  95<sup>th</sup>-98<sup>th</sup>  99<sup>th</sup> and >

**Hyperlipidemia:**  No  Yes      **Hypertension:**  No  Yes

**PHYSICAL EXAMINATION/ASSESSMENT**

Height:	Weight:		BP:	Pulse:	Respirations:
<b>TESTS</b>	<b>Positive</b>	<b>Negative</b>	<b>Date</b>	<b>Other Pertinent Medical Concerns</b>	
PPD/ PRN	<input type="checkbox"/>	<input type="checkbox"/>		One Functioning: <input type="checkbox"/> Eye <input type="checkbox"/> Kidney <input type="checkbox"/> Testicle	
Sickle Cell Screen/PRN	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/> Concussion – Last Occurrence: _____	
<b>Lead Level Required Grades Pre- K &amp; K</b>			<b>Date</b>	<input type="checkbox"/> Mental Health: _____	
<input type="checkbox"/> Test Done <input type="checkbox"/> Lead Elevated $\geq 10$ $\mu\text{g/dL}$				<input type="checkbox"/> Other: _____	

**System Review and Exam Entirely Normal**

**Check Any Assessment Boxes Outside Normal Limits And Note Below Under Abnormalities**

<input type="checkbox"/> HEENT	<input type="checkbox"/> Lymph nodes	<input type="checkbox"/> Abdomen	<input type="checkbox"/> Extremities	<input type="checkbox"/> Speech
<input type="checkbox"/> Dental	<input type="checkbox"/> Cardiovascular	<input type="checkbox"/> Back/Spine	<input type="checkbox"/> Skin	<input type="checkbox"/> Social Emotional
<input type="checkbox"/> Neck	<input type="checkbox"/> Lungs	<input type="checkbox"/> Genitourinary	<input type="checkbox"/> Neurological	<input type="checkbox"/> Musculoskeletal

<input type="checkbox"/> Assessment/Abnormalities Noted/Recommendations:	<u>Diagnosis/Problems (List)</u>	ICD Code
	_____	_____
	_____	_____
<input type="checkbox"/> Additional Information Attached		

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

**SCREENINGS**

Vision	Right	Left	Referral	Notes
Distance Acuity	20/	20/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Distance Acuity With Lenses	20/	20/		
Vision – Near Vision	20/	20/		
Vision – Color <input type="checkbox"/> Pass <input type="checkbox"/> Fail				
Hearing	Right dB	Left dB	Referral	
Pure Tone Screening			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Scoliosis	Negative	Positive	Referral	
Required for boys grade 9 And girls grades 5 & 7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Deviation Degree:		Trunk Rotation Angle:		

**Recommendations:**

**RECOMMENDATIONS FOR PARTICIPATION IN PHYSICAL EDUCATION/SPORTS/PLAYGROUND/WORK**

- Full Activity** without restrictions including Physical Education and Athletics.
  - Restrictions/Adaptations** Use the Interscholastic Sports Categories (below) for Restrictions or modifications
    - No Contact Sports** **Includes:** baseball, basketball, competitive cheerleading, field hockey, football, ice hockey, lacrosse, soccer, softball, volleyball, and wrestling
    - No Non-Contact Sports** **Includes:** archery, badminton, bowling, cross-country, fencing, golf, gymnastics, rifle, Skiing, swimming and diving, tennis, and track & field
    - Other Restrictions:**
  - Developmental Stage for Athletic Placement Process ONLY**  
 Grades 7 & 8 to play at high school level **OR** Grades 9-12 to play middle school level sports  
 Student is at **Tanner Stage:**  I  II  III  IV  V
  - Accommodations:** Use additional space below to explain
 

<input type="checkbox"/> Brace*/Orthotic	<input type="checkbox"/> Colostomy Appliance*	<input type="checkbox"/> Hearing Aids
<input type="checkbox"/> Insulin Pump/Insulin Sensor*	<input type="checkbox"/> Medical/Prosthetic Device*	<input type="checkbox"/> Pacemaker/Defibrillator*
<input type="checkbox"/> Protective Equipment	<input type="checkbox"/> Sport Safety Goggles	<input type="checkbox"/> Other:
- \*Check with athletic governing body if prior approval/form completion required for use of device at athletic competitions.

Explain: \_\_\_\_\_

**MEDICATIONS**

**Order Form for Medication(s) Needed at School attached**

<b>List medications taken at home:</b>		

**IMMUNIZATIONS**

Record Attached       Reported in NYSIIS      Received Today:  Yes  No

**HEALTH CARE PROVIDER**

Medical Provider Signature:	<b>Date:</b>
Provider Name: <i>(please print)</i>	Stamp:
Provider Address:	
Phone:	
Fax:	

**Please Return This Form To Your Child’s School When Entirely Completed.**



# Dental Health Certificate

Parent/Guardian: New York State law (Chapter 281) permits schools to request an oral health assessment in the following grades: school entry, K, 2, 4, 7, & 10. Your child may have a dental check-up during this school year to assess his/her fitness to attend school. Please complete Section 1 and take the form to your registered dentist or registered dental hygienist for an assessment. If your child had a dental check-up before he/she started the school, ask your dentist/dental hygienist to fill out Section 2. Return the completed form to the school's medical director or school nurse as soon as possible.

## Section 1. To be completed by Parent or Guardian (Please Print)

Child's Name:		Last	First	Middle
Birth Date:	/	/		
Month	Day	Year	Sex: <input type="checkbox"/> Male	Will this be your child's first oral health assessment? <input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Female	
School:	Name			Grade

Have you noticed any problem in the mouth that interferes with your child's ability to chew, speak or focus on school activities?  Yes  No

I understand that by signing this form I am consenting for the child named above to receive a basic oral health assessment. I understand this assessment is only a limited means of evaluation to assess the student's dental health, and I would need to secure the services of a dentist in order for my child to receive a complete dental examination with x-rays if necessary to maintain good oral health.

I also understand that receiving this preliminary oral health assessment does not establish any new, ongoing or continuing doctor-patient relationship. Further, I will not hold the dentist or those performing this assessment responsible for the consequences or results should I choose NOT to follow the recommendations listed below.

Parent's Signature

Date

## Section 2. To be completed by the Dentist/ Dental Hygienist

I. The dental health condition of \_\_\_\_\_ on \_\_\_\_\_ (date of assessment) The date of the assessment needs to be within 12 months of the start of the school year in which it is requested. Check one:

Yes, The student listed above is in fit condition of dental health to permit his/her attendance at the public schools.

No, The student listed above is not in fit condition of dental health to permit his/her attendance at the public schools.

NOTE: Not in fit condition of dental health means that a condition exists that interferes with a student's ability to chew, speak or focus on school activities including pain, swelling or infection related to clinical evidence of open cavities. The designation of not in fit condition of dental health to permit attendance at the public school does not preclude the student from attending school.

Dentist's/ Dental Hygienist's name and address

(please print or stamp)

Dentist's/Dental Hygienist's Signature

Optional Sections - If you agree to release this information to your child's school, please initial here.

### II. Oral Health Status (check all that apply).

Yes  No **Caries Experience/Restoration History** – Has the child ever had a cavity (treated or untreated)? [A filling (temporary/permanent) OR a tooth that is missing because it was extracted as a result of caries OR an open cavity].

Yes  No **Untreated Caries** – Does this child have an open cavity? [At least ½ mm of tooth structure loss at the enamel surface. Brown to dark-brown coloration of the walls of the lesion. These criteria apply to pits and fissure cavitated lesions as well as those on smooth tooth surfaces. If retained root, assume that the whole tooth was destroyed by caries. Broken or chipped teeth, plus teeth with temporary fillings, are considered sound unless a cavitated lesion is also present].

Yes  No **Dental Sealants Present**

Other problems (Specify): \_\_\_\_\_

### II. Treatment Needs (check all that apply)

No obvious problem. Routine dental care is recommended. Visit your dentist regularly.

May need dental care. Please schedule an appointment with your dentist as soon as possible for an evaluation.

Immediate dental care is required. Please schedule an appointment immediately with your dentist to avoid problems.



### Transportation Registration Form 2025-2026

Return to: Schalmont CSD, Transportation Department, 4 Sabre Drive, Schenectady, NY 12306

**Student's Name:** \_\_\_\_\_

School \_\_\_\_\_ Sex: M / F Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

**Student's Name:** \_\_\_\_\_

School \_\_\_\_\_ Sex: M / F Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

**Student's Name:** \_\_\_\_\_

School \_\_\_\_\_ Sex: M / F Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

**911 Mailing Address:** \_\_\_\_\_

Actual Residence: *(example: North side of Route 7, two tenths of a mile West of Pangburn Road, 5th house)*

#### PARENT INFORMATION

**Mother's Name:** \_\_\_\_\_ **Father's Name:** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Cell Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

#### EMERGENCY INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

#### ALTERNATE LOCATION INFORMATION (If different than above)

Please note, you are limited to one regular alternate drop off/pick up location.

Name & Address of **Pick-Up** Point \_\_\_\_\_

Days for Pick Up at This Point \_\_\_\_\_ Phone # \_\_\_\_\_

Name & Address of **Drop-Off** Point \_\_\_\_\_

Days for Drop-Off at This Point \_\_\_\_\_ Phone # \_\_\_\_\_

***This form must be completed and returned to the above address no later than June 30, 2025 for Schalmont students.***

To be eligible for transportation to non-public schools, your actual residence must be fifteen (15) miles or less from the non-public school for which you are requesting transportation services to. This form must be completed and returned to the above address no later than April 1, 2025 for non-public schools.



## Student Racial and Ethnic Identification Form

All students between 5 and 21 of age have the right to a free public education. Children may not be refused admission because of race, color, creed or national origin, sex, citizenship, handicapping condition, or immigration status.

Name of School:	
Student Last Name, First Name (Middle):	Date of Birth (mm/dd/yyyy)
Grade:	Student ID Number:

Directions to Parent/Guardian:

**PLEASE ANSWER QUESTIONS (1) AND (2).** Please read them before you respond. For Question 1, check (✓) the box which best describes your child. Check (✓) only **ONE** box.

1. **Is the student Hispanic, Latino or of Spanish origin?** Hispanic, Latino or of Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race.

**YES, Hispanic**

**NO, Not Hispanic**

**Proceed to Question Number 2**

2. Select one or more races from the following five racial groups. Check (✓) ALL the groups that apply to your child. **You MUST check (✓) at least ONE box.**

**AMERICAN INDIAN OR ALASKA NATIVE:** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

**ASIAN:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including for example; Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

**BLACK OR AFRICAN AMERICAN:** A person having origins in any of the Black racial groups of Africa.

**WHITE:** A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

_____ Signature of Parent/Guardian/Other	_____ Date
---	---------------

Relationship to Student: Please check one (✓) box below:

Mother    Father    Guardian    Other (specify) \_\_\_\_\_

**See reverse for important message to Parents/Guardians and Confidentiality Procedures/Regulations**



## Student Racial and Ethnic Identification

To the Parent/Guardian: The Schalmont Central School District is required by federal and state law to collect and record the ethnic identity of students in the Schalmont Central School District in accordance with the federal categories and definitions. The information will be used to:

- Report information to New York State and federal Education Departments
- Plan educational programs and make sure that they are readily available to all students.
- Analyze differences in academic performance, attendance and completion of school.

We need your help in order to accomplish this task. Please review the Racial/Ethnic definitions on the back of this page. Put a check (✓) in the box for the category or categories which best describes your child. The Schalmont Central School District understands the sensitive nature of this information and wishes to assure you that it will be kept secure and confidential in accordance with all New York State and federal privacy laws and regulations. If the information requested is not provided on this form on behalf of your child, an administrator from the school or district will be required to identify the group to which the student appears to belong, identifies with, or is regarded in the community as belonging. Thank you for your cooperation.

### Confidentiality Procedures and Regulations

**To School Staff:** This form will be filed in the student's permanent record as confidential information.

**To the Parent/Guardian:** This information which you have provided on this form is confidential. It is protected by the Confidentiality Regulations cited below\*\*.

\*\*The Family Education Rights and Privacy Act (1974) prohibits unauthorized access to student records and unauthorized release of any student record information identifiable by either student name or student identification number.



## Home Language Questionnaire (HLQ)

**Dear Parent or Guardian:**  
 In order to provide your child with the best possible education, we need to determine how well he or she understands, speaks, reads and writes in English, as well as prior school and personal history. Please complete the sections below entitled *Language Background and Educational History*. Your assistance in answering these questions is greatly appreciated. Thank you.

Please write clearly when completing this section.		
<b>STUDENT NAME:</b>		
_____		
First	Middle	Last
<b>DATE OF BIRTH:</b>		<b>GENDER:</b>
_____		<input type="checkbox"/> Male
Month	Day	Year
		<input type="checkbox"/> Female
<b>PARENT/PERSON IN PARENTAL RELATION INFO:</b>		
_____		
Last Name	First Name	Relation to

HOME LANGUAGE CODE

_____
-------

### Language Background (Please check all that apply.)

1. What language(s) is(are) spoken in the student's home or residence?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____
			<i>specify</i>
2. What was the first language your child learned?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____
			<i>specify</i>
3. What is the Home Language of each parent/guardian?	<input type="checkbox"/> Mother	_____	<input type="checkbox"/> Father _____
		<i>specify</i>	<i>specify</i>
	<input type="checkbox"/> Guardian(s)	_____	<i>specify</i>
4. What language(s) does your child understand?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____
			<i>specify</i>
5. What language(s) does your child speak?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ <input type="checkbox"/> Does not speak
			<i>specify</i>
6. What language(s) does your child read?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ <input type="checkbox"/> Does not read
			<i>specify</i>
7. What language(s) does your child write?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ <input type="checkbox"/> Does not write
			<i>specify</i>

### THIS SECTION TO BE COMPLETED BY DISTRICT IN WHICH STUDENT IS REGISTERED:

<b>SCHOOL DISTRICT INFORMATION:</b>	<b>STUDENT ID NUMBER IN NYS STUDENT INFORMATION SYSTEM:</b>
_____	_____
District Name (Number) & School	Address

## Home Language Questionnaire (HLQ)—Page Two

### Educational History

8. Indicate the total number of years that your child has been enrolled in school \_\_\_\_\_

9. Do you think your child may have any difficulties or conditions that affect his or her ability to understand, speak, read or write in English or any other language? If yes, please describe them.

Yes\*  No  Not sure  \*If yes, please explain: \_\_\_\_\_

How severe do you think these difficulties are?  Minor  Somewhat severe  Very severe

10a. Has your child ever been **referred** for a special education evaluation in the past?  No  Yes\* \*Please complete 10b below

10b. **\*If referred for an evaluation**, has your child ever **received** any special education services in the past?  
 No  Yes – Type of services received: \_\_\_\_\_

Age at which services received (Please check all that apply):

Birth to 3 years (Early Intervention)  3 to 5 years (Special Education)  6 years or older (Special Education)

10c. Does your child have an Individualized Education Program (IEP)?  No  Yes

11. Is there anything else you think is important for the school to know about your child? (e.g., special talents, health concerns, etc.)

\_\_\_\_\_

\_\_\_\_\_

12. In what language(s) would you like to receive information from the school? \_\_\_\_\_

\_\_\_\_\_  
*Signature of Parent or of Person in Parental Relation*

Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_

*Date*

Relationship to student:  Mother  Father  Other: \_\_\_\_\_

#### OFFICIAL ENTRY ONLY - NAME/POSITION OF PERSONNEL ADMINISTERING HLQ

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

IF AN INTERPRETER IS PROVIDED, LIST NAME, POSITION AND CREDENTIALS:

#### NAME/POSITION OF QUALIFIED PERSONNEL REVIEWING HLQ AND CONDUCTING INDIVIDUAL INTERVIEW

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

ORAL INTERVIEW NECESSARY:  No  Yes

\*\*DATE OF INDIVIDUAL INTERVIEW:

\_\_\_\_\_ MO DAY YR.

OUTCOME OF INDIVIDUAL INTERVIEW:

- ADMINISTER NYSITELL  
 ENGLISH PROFICIENT  
 REFER TO LANGUAGE PROFICIENCY TEAM

#### NAME/POSITION OF QUALIFIED PERSONNEL ADMINISTERING NYSITELL

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

DATE OF NYSITELL ADMINISTRATION:

\_\_\_\_\_ MO DAY YR.

PROFICIENCY LEVEL ACHIEVED ON NYSITELL:

- ENTERING  EMERGING  TRANSITIONING  EXPANDING  COMMANDING

## Community Eligibility Provision (CEP)/Provision 2 non-base year Household Income Eligibility Form

Schalmont CSD is participating in the Community Eligibility Provision (CEP) or Provision 2 in a non-base year. All children in the school will receive meals/milk at no charge regardless of household income or completion of this form. This form is to determine eligibility for additional State and federal program benefits that your child(ren) may qualify for. Read the instructions on the back, complete **only one** form for your household, sign your name and return it to the school named above. Call Food Services Director Maria Zarrillo at 518-355-1342 ext. 5069 if you need help.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	No Income
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 5, and sign the application.

Name: \_\_\_\_\_ CASE # \_\_\_\_\_

3. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). Do not leave income blank. If no income, check box. If you have listed a foster child above, you must report their personal income.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

4. Signature: An adult household member must sign this application.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school may receive federal funds. The school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Address:  
Home Phone  
Work Phone  
Home Address

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY		
<b>Annual Income Conversion (Only convert when multiple income frequencies are reported on application)</b> <b>Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12</b>		
SNAP/TANF/Foster Income	Total Household Income/How Often:	Household Size:
Free Eligibility	Reduced Eligibility	Denied Eligibility
<b>Signature of Reviewing Official</b>		

## CEP/Provision 2 Non-Base Year Household Income Form INSTRUCTIONS

### PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE FORM FOR YOUR HOUSEHOLD.

- (1) Print the names of the children, including foster children, for whom you are applying on one form.
- (2) List their grade and school.
- (3) Check the box to indicate a foster child living in your household, and check the box for each child with no income.

---

### PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- (1) List a current SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families) or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.
- (2) An adult household member must sign the form in PART 4. **SKIP PART 3** - Do not list names of household members or income if you list a SNAP, TANF or FDPIR number.

---

### PARTS 3 & 4 ALL OTHER HOUSEHOLDS MUST COMPLETE ALL OF PARTS 3 AND 4.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are completing the form for, all other children, your spouse, grandparents, and other related and unrelated people living in your household. Use another piece of paper if you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.

---

### USDA Nondiscrimination Statement

This explains what to do if you believe you have been treated unfairly. In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.







**School Health Service**

Last Name	First Name	Middle Initial	Home Phone	
Address		Town	Zip	Birthdate
Last Name Parent/Guardian	First Name	Employer	Cell Phone	Day Phone
Last Name Parent/Guardian	First Name	Employer	Cell Phone	Day Phone

M <input type="checkbox"/> F <input type="checkbox"/>
Grade _____
Homeroom # _____
Teacher _____
Students Lives With:
<input type="checkbox"/> Mother
<input type="checkbox"/> Father
<input type="checkbox"/> Step-Mother
<input type="checkbox"/> Step-Father
<input type="checkbox"/> Other

**Unless specified, the above two names will be called first in case of an emergency. Please list two others who could be called to pick up your child if needed.**

Name	Relationship to Student	Cell Phone	Day Phone
Name	Relationship to Student	Cell Phone	Day Phone

**Medical Information**

Physician Name	Phone	Dentist Name	Phone
----------------	-------	--------------	-------

In case of emergency, accident or sudden illness, do you give permission to call the above to treat your child?  
 Doctor Yes  No  Dentist Yes  No

Name of Hospital to use in case of emergency \_\_\_\_\_

Please list any ongoing medical problems your child may have:  
 \_\_\_\_\_  
 \_\_\_\_\_

Is your child on daily medications? YES  NO  If yes, please list:

Medication \_\_\_\_\_ taken for \_\_\_\_\_ dose \_\_\_\_\_ time \_\_\_\_\_

Medication \_\_\_\_\_ taken for \_\_\_\_\_ dose \_\_\_\_\_ time \_\_\_\_\_

Is it necessary to have medication in the nurse's office? Yes  No

If yes, which medication: \_\_\_\_\_

**Medication must be brought to the nurse by the parent in a labeled RX bottle AND with a doctor's note.**

Known allergies \_\_\_\_\_

Does your child have a severe reaction to bee stings? Yes  No  Unknown

If yes, describe the reaction \_\_\_\_\_ Treatment required \_\_\_\_\_

Does your child wear glasses/contacts? Yes  No  Worn for: Reading \_\_\_\_\_ Distance \_\_\_\_\_ Always \_\_\_\_\_

Last physician's eye exam \_\_\_\_\_ New lenses Yes  No

Other comments : \_\_\_\_\_  
 \_\_\_\_\_

Parent/Guardian Signature

Date