# Lone Star School District # 101 New Student Registration Packet/Checklist

Name
A COPY OF:
<ul><li>Student Birth Certificate</li><li>Shot Record</li></ul>
COMPLETED FORMS:
<ul> <li>Records Request</li> <li>Student Enrollment Form (3 pages)</li> <li>Parent Home Language questionnaire</li> <li>Assignment Book/Student-Parent Handbook form</li> <li>Internet/Electronic Device Agreement</li> <li>Field Trip Permission Form</li> <li>Free and Reduced lunches – Optional</li> </ul>
Following forms only as needed:  Student Driver Form Armed Forces Form (11 <sup>th</sup> and 12 <sup>th</sup> graders only) Medication Authorization (to take meds at School)

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#### **Lone Star School Request for Student Records**

			Date o	f Request:
Originating Scho	ol or Institution			
Name of Previo	us School or Agen	cy:		
Street Address:				
City:		State:		ZIP:
Student's Informa	ation			
Legal Name:	Last			
	First			
	Middle			
Birth Date:		Colorado ID #	t (SASII	D#):
Grade Level:		Last date of a	ttendar	nce (approx.):
Signature of Pa	arent/Guardian (if a			
	The follow	ving records are he	ereby re	equested:
☐ Transcripts of	or report cards			Discipline records
☐ Test data / s	tandardized test sco	res		Immunization records
☐ English Lang	guage (ELL) test sco	re (if applicable)		Health / medical records
List of course	es and grades at tim	e of withdrawal		Sports physical documentation
Attendance r	ecords			Psychological records
Individual Lit	eracy Plan (if applica	able)		Sociological records
☐ IEP (Individu	al Education Plan) if	applicable		Copy of birth certificate
504 Plan (if a	applicable)			Other
Signature of Requ	uesting School Reg	presentative:		
Signature		Title		Date

PLEASE email TO: mullerj@lonestar.k12.co.us

Lone Star School 44940 County Road 54 Otis, CO 80743

Telephone: 970-848-2778

Fax: 970-848-0340

Please note: Federal Law 99.31 states there is no parent signature required for educational records sent to another educational agency.

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STUDENT ENROLL	MENT FORM TH	is section for office	use only - STAT	F ID		
Lone Star School Distr	ict 101 Date of Enrollm	ent	School_		LOCKER	#_
	1					
Student Last Name (	Must MATCH legal Birth certificate)	First Name		Full	Middle 1	Name
GRADE	Date of Birth		Gender:	□Female	□Male	
Student Rirthnlace	m m / d	ld/yyyy				
tudent birtiipiace	City, Sta	ate and Country		-		
s student's parent/guar	dian's residence located	in the Lone Star	School Distric			
Guardian Information: C	hild lives primarily with-	☐Both Parents	□ Father [	□Mother C	ther	
Parent/Guardian Nam	e		Relationsh	in		
CHECK ALL THAT APPLY:	OK to pick up student	☐Legal Custody	☐Student r	esides with	Receives	Mailings
	Home Pho					
man address.				=		
ome Address (include bo	th mailing and physical if differ	rent)	City		State	Zip
mployer Name		Address			Phone	
	$\square$ OK to pick up student	Legal Custody		esides with		
ell Phone:	Home Pho	ne:	(	Other phone	: <u></u>	
mail address:						
omo Addross (	h mailing and physical if differe				14.	
ome Address (Include Bot	n mailing and physical if differe	ent)	City		State	Zip
nployer Name		Address			Phone	
nergency contacts	other than Parent or Gu			nnot reach p	arent/gua.	rdian
me	Address	LIOK to	pick up student	Relationship	)	
	HOME #					
		□ok to	nick up student			
me	Address			Relationship		
	HOME #					
		□OK to	pick up student			
	Address					
l #	HOME #		Worl	< #		
				OVER (plea		

	American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including					
Racial and Ethnic Data (MUST answer BOTH parts A & B)	Central America), and who maintains tribal affiliation or community attachment.					
Part A. Is this student Hispanic/Latino? (choose only one)	Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including,					
☐ No, not Hispanic/Latino	for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.					
Yes, <b>Hispanic/Latino</b> A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.	Black or African American. A person having origins in any of the black racial groups of Africa.					
Part B. Which of the following groups describe the student's race?	Hispanic/Latino A person of Cuban, Mexican, Puerto Rican, South					
American Indian or Alaska Native	or Central American, or other Spanish culture or origin, regardless of race					
Asian	Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or					
Black or African American	other Pacific Islands.					
<ul><li>☐ Native Hawaiian or Other Pacific Islander</li><li>☐ White</li></ul>	White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa					
Enrollment Placement						
What is the student's primary language? □English □Spanish Other	er-please list:					
What is the primary language of Mother Father	Care provider					
Will the student require (ESL/ELL) English as a Second Language Serv	ice? □ Yes □ No					
Did your student receive any ESL/ELL language services in the past?	☐ Yes ☐ No					
Did your student receive any special services in the past? □NONE or check all that apply:  □Head Start □Colorado Preschool Program □Special Education Services □Gifted Education □Title 1 Reading □Title 1 Math						
Did they take any resource or intervention classes? List:	=					
Were they placed in any advanced/gifted courses? List:						
Does your student have: ☐ Section 504 Plan (ensures a qualified child with a disability has equal access to education) ☐ IEP (Individualized Education Plan) ☐ NONE						
Has this student previously attended a school in the Lone StarSchool District?   NO YES- Grade(s)						
Pate most recently enrolled in any US school  *If a student has never attended schools outside of the US, use the date the student first entered  **If a student has attended schools outside of the US, use the date the student most recently en	l any US school. tered or re-entered any US school.					
Medical Information						
Family Physician Address	Phone					
Family Dentist Address	Phone					
Hospital of choice City	Phone					
Is there any serious medical condition the school should be aware of? Student(s) have any allergies, allergic reaction to medication, or diaber	□ No □ Yes tic? □ No □ Yes					
Will your child require a health care plan? (allergies, asthma, seizures etc.)	□ No □ Yes					
(Please complete the School Health Screening Questionnaire enclosed in your enrolling	nent packet					
Medical Insurance Company Policy Number						
In case of emergency and my child should need medical or dental attention and I am not pres						
dental or surgical diagnosis and/or treatment advisable under the general supervision of any physician, EMT, Dentist or other qualified medical personnel. It is understood that this authorization is given in advance of care given. I understand that I shall accept full responsibility for any medical, dental, ambulance service and related cost. Lone Star School District does not offer any school plan for individual student insurance. Parent Signature						

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tudent Release for Publication
My student(s) does have or does not have my permission to be photographed and published in he newsletter, social media and the yearbook.
Student Release for Emergencies/Sickness and other events
Jpon Early Release, Regular Dismissal or special release, my children are instructed and have my permission to:
Ride the bus and be released to parent/guardian only
Ride the bus and be released to a person the child is familiar with
Ride the bus and walk home
OTHER - please specify
My student is not allowed to
hese individuals are allowed to pick up my tudent(s):
ame(s), Age(s) and Grade(s) of Student(s) Siblings:
chool Rush Alert System - In case of emergencies or school announcements, the school will make notification via School Rush. order to make timely communication to your family we need the following information for this system:
ext Message - Cell phone number(s)
none Call - Same as above OR
Mail
rent Signature Date

### Parent Home Language Questionnaire

Parents: All students enrolled in our school district need to have their parent(s) or guardian(s) complete and sign this form. We value a student's ability to speak a language other than English and we encourage him/her to maintain those language skills. However, if a student has difficulty speaking, reading or writing the English language, we want to help them improve their English language skills. Please answer a few questions about the languages spoken in your home and by your child. Thank you.

Student	's Name	Grade	Date
School		Teacher	
Parent/C	Guardian's Name		
Home A	Address	Phone	
1. Did Yes	your child learn to speak a language other th	nan English first?	(check one)
	v often is a language other than English used  _a. Only the other language and no English  _b. Other language more often than English  _c. Other language and English equally  _d. English more often than the other lang  _e. Only English	h sh	heck one)
	se describe the language spoken by your chil _ a. Speaks only the other language and no _ b. Speaks mostly the other language and s _ c. Speaks the other language and English _ d. Speaks mostly English and some of the _ e. Speaks only English	English some English equally	
	se describe the language <u>understood by your</u> _a. Understands only the other language an _b. Understands mostly the other language _c. Understands the other language and Eng _d. Understands mostly English and some of _e. Understands only English	d no English and some English glish equally	1
5. If you	ur child speaks or understands a language oth	ner than English,	what is the language?
6. In wh	at language would you like to receive notice	es from school?	
Parent/Gu	nardian Signature		

#### Dear Parents,

We are sending a copy of the Lone Star School assignment book, which includes the student/parent handbook home with your student. We ask that you read it carefully and discuss it with your student/s. After you have discussed the contents, please have the student/s sign below indicating that they have read and/or discussed it with you. Feel free to use one form for your entire family. We also need your signature to verify (by state law) that you have received and read our policies and procedures.

Thank you very much for your help in this matter and please feel free to call me if you have any questions.

Sincerely,

Mike Bowers Superintendent	
(Please sign and return this	s portion)
I have read and /or discussed the contents of the Lor Handbook (including the discipline policies) for the _	ne Star School Student/Parent school year.
Student #1 Signature	Student #4 Signature
Student #2 Signature	Student #5 Signature
Student #3 Signature	Student #6 Signature
Parent Signature	

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# Student Use of the Internet and Electronic Communications

The Internet, a global computer network referred to as the World Wide Web, and electronic communications (e-mail, chat rooms and other forms of electronic communication) have vast potential to support curriculum and student learning. The Board of Education believes they should be used in schools as a learning resource to educate and to inform.

Use of the Internet and electronic communications require students to think critically, analyze information, write clearly, use problem-solving skills, and hone computer and research skills that employers demand. Use of these tools also encourages an attitude of lifelong learning and offers an opportunity for students to participate in distance learning activities, ask questions of and consult with experts, communicate with other students and individuals, and locate material to meet educational and personal information needs.

The Board believes the educational opportunities inherent in these tools far outweigh the possibility that users may procure material not consistent with the education goals of the district. However, the Internet and electronic communications are fluid environments in which students may access materials and information from many sources, including some that may be harmful to students. The Board acknowledges that while it is impossible to predict with certainty what information students might locate or come into contact with, it desires to take all reasonable steps to protect students from accessing material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board. Students shall take responsibility for their own use of district computers and computer systems to avoid contact with material or information that may be harmful to minors.

# Blocking or filtering obscene, pornographic and harmful information

Software that blocks or filters material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board, shall be installed on all district computers having Internet or electronic communications access. Students shall report access to material and information that is obscene, child pornography, harmful to minors or otherwise in violation of this policy to the supervising staff member. If a student becomes aware of other students accessing such material or information, he or she shall report it to the supervising staff member.

#### No expectation of privacy

District computers and computer systems are owned by the district and are intended for educational purposes at all times. Students shall have no expectation of privacy when using the Internet or electronic communications. The district reserves the right to monitor, inspect, copy, review and store (at any time and without prior notice) all usage of district computers and computer systems, including all Internet and electronic communications access and transmission/receipt of materials and information. All material and information accessed/received through district computers and computer systems shall remain the property of the school district.

#### Unauthorized and unacceptable uses

Students shall use district computers and computer systems in a responsible, efficient, ethical and legal manner.

Because technology and ways of using technology are constantly evolving, every unacceptable use of district computers and computers systems can not be specifically described in policy. Therefore, examples of unacceptable uses include, but are not limited to, the following.

No student shall access, create, transmit, retransmit or forward material or information:

- that promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons
- that is not related to district education objectives
- that contains pornographic, obscene or other sexually oriented materials, either as pictures or writings, that are intended to stimulate erotic feelings or appeal to prurient interests in nudity, sex or excretion
- that harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons with regard to race, color, sex, religion, national origin, age, marital status, disability or handicap
- for personal profit, financial gain, advertising, commercial transaction or political purposes
- that plagiarizes the work of another without express consent
- that uses inappropriate or profane language likely to be offensive to others in the school community
- that is knowingly false or could be construed as intending to purposely damage another person's reputation
- in violation of any federal or state law, including but not limited to copyrighted material and material protected by trade secret
- that contains personal information about themselves or others, including information protected by confidentiality laws
- using another individual's Internet or electronic communications account without written permission from that individual
- that impersonates another or transmits through an anonymous remailer
- that accesses fee services without specific permission from the system administrator

#### Security

Security on district computer systems is a high priority. Students who identify a security problem while using the Internet or electronic communications must immediately notify a system administrator. Students should not demonstrate the problem to other users. Logging on to the Internet or electronic communications as a system administrator is prohibited.

#### Students shall not:

- use another person's password or any other identifier
- gain or attempt to gain unauthorized access to district computers or computers systems
- read, alter, delete or copy, or attempt to do so, electronic communications of other system users

Any user identified as a security risk, or as having a history of problems with other computer systems, may be denied access to the Internet and electronic communications.

#### Safety

Students shall not reveal personal information, such as home address or phone number, while using the Internet or electronic communications. Without first obtaining permission of the supervising staff member, students shall not use their last name or any other information that might allow another person to locate him or her. Students shall not arrange face-to-face meetings with persons met on the Internet or through electronic communications.

#### Vandalism

Vandalism will result in cancellation of privileges and may result in school disciplinary action and/or legal action. Vandalism is defined as any malicious or intentional attempt to harm, destroy, modify, abuse or disrupt operation of any network within the school district or any network connected to the Internet, operation of any form of electronic communications, the data contained on any network or electronic communications, the data of another user, usage by another user, or district-owned software or hardware. This includes, but is not limited to, the uploading or creation of computer viruses and the use of encryption software.

#### Unauthorized software

Students are prohibited from using or possessing any software that has been downloaded or is otherwise in the user's possession without appropriate registration and payment of any fees owed to the software owner.

## Assigning student projects and monitoring student use

The district will make every effort to see that the Internet and electronic communications are used responsibly by students. Administrators, teachers and staff have a professional responsibility to work together to monitor students' use of the Internet and electronic communications, help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals. Students shall have specifically defined objectives and search strategies prior to accessing material and information on the Internet and through electronic communications.

Opportunities shall be made available on a regular basis for parents to observe student use of the Internet and electronic communications in schools.

All students shall be supervised by staff while using the Internet or electronic communications at a ratio of at least one staff member to each 15 students. Staff members assigned to supervise student use shall have received training in Internet and electronic communications safety and monitoring student use.

#### Student use is a privilege

Use of the Internet and electronic communications demands personal responsibility and an understanding of the acceptable and unacceptable uses of such tools. Student use of the Internet and electronic communications is a privilege, not a right. Failure to follow the use procedures contained in this policy will result in the loss of the privilege to use these tools and may result in school disciplinary action and/or legal action. The school district may deny, revoke or suspend access to district technology or close accounts at any time.

Students and parents/guardians-shall be required to sign the district's Acceptable Use Agreement annually before Internet or electronic communications accounts shall be issues or access shall be allowed.

#### School district makes no warranties

The school district makes no warranties of any kind, whether expressed or implied, related to the use of district computers and computer systems, including access the Internet and electronic communications services. Providing access to these services does not imply endorsement by the district of the content, nor does the district make any guarantee as to the accuracy or quality of information received. The School District shall not be responsible for any damages, losses or costs a student suffers in using the Internet and electronic communications. This includes loss of data and service interruptions. Use of any information obtained via the Internet and electronic communications is at the student's own risk.

Adopted: 9-19-02

LEGAL REFS.: 47 U.S.C. 254(h) (Children's Internet Protection Act of 2000) 47 U.S.C. 231 (Child Online Protection Act of 1998) 20 U.S.C. 6801 et seq. (Elementary and Secondary Education Act)

Lone Star School District 101, Otis, Colorado

# Student Use of the Internet and Electronic Communications (Annual Acceptable Use Agreement)

#### Student

I have read, understand and will abide by the district's policy on Student Use of the Internet and Electronic Communications. Should I commit any violation or in any way misuse my access to the school district's computers or computer system, including use of the Internet and electronic communications, I understand and agree that my access privileges may be revoked and disciplinary and/or legal action may be taken.

If I am 18 years or older, I hereby release the school district from all costs, claims, damages or losses resulting from my use of district computers and computer systems, including use of the Internet and electronic communications, including but not limited to any user fees or charges incurred through the purchase of goods or services.

Your signature on this Acceptable Use Agreement is binding and indicates you have read the school district's policy on Student Use of the Internet and Electronic Communications and understand its significance.

Student's Name (printed)	Date of Birth (day/mo/yr)
Student's Signature	Date

#### Parent or Guardian

If the user is under 18 years of age, a parent or guardian must also sign this Agreement.

As the parent or guardian of this student, I have read the district's policy on Student Use of the Internet and Electronic Communications. I understand that access to the Internet and electronic communications is designed for educational purposes and that the school district has taken reasonable steps to block or filter material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board. I also recognize, however, that it is impossible for the school district to prevent access to all materials or information I might find harmful or controversial and I agree not to hold the district responsible for any such materials and information accessed by my child. Further, I accept full responsibility for supervision if and when my child's Internet or electronic communications use is not in a school setting.

I hereby release the school district from all costs, claims, damages or losses resulting from my child's use of district computers and computer systems, including use of the Internet and electronic communications, including but not limited to any user fees or charges incurred through the purchase of goods or services.

I hereby give permission to issue an Internet and electronic communications account for my child and certify that the information contained on this form is true and correct.

Your signature on this Acceptable Use Agreement is binding and indicates you have read the district's policy on Student Use of the Internet and Electronic Communications carefully and understand its significance.

Parent/Guardian's Name (printed)	
<b>4</b>	
Parent/Guardian's Signature	Date

Adopted: 9-19-02

Lone Star School District 101

A copy of this policy is available upon request from the office.

# FIELD TRIP PERMISSION

We are asking you to sign one permission slip to cover all field trips taken during the school year. Before any field trips are taken your child will bring home a note from the teacher explaining the destination, time, date and other information about the field trip.

If you object to any field trips scheduled for your child for any reason please contact the teacher and/or the school office.

Teachers/sponsors may require additional forms specific to their field trips to be signed at the time of the event.

If you have any questions please contact the school at 970-848-2778.		
Field trip or other school activity		
I hereby give my permission for		Grade
		Grade
	-	Grade
		Grade
to participate in Lone Star School	Activities and Field Trips.	
(Parent or Guardian signature	e) (Date)	



#### LONE STAR SCHOOL DISTRICT 101

44940 County Road 54 / Otis, Colorado 80743 Phone 970-848-2778 Fax 970-848-0340

TO: Parents of Junior & Senior Students

From: Janet Muller

Re: Armed Service Recruitment

Federal and state legislation requires the release of names, addresses, and phone numbers of students to Armed Forces Recruiting Officers.

The recruiting services have requested this information in order to inform students about scholarship programs, tuition assistance, and other educational and vocational training opportunities available from the military. Service in any branch of the Armed Forces is an employment and educational alternative which high school graduates have today.

Federal and state regulations specify that the name and address of your son or daughter will be released to the recruiting services unless you *notify us in writing* to the contrary. Please complete and return the form on the bottom of this letter to the school no later than September 1 if you do not want the information released about your son or daughter.

Unless we receive the non-release form the name of your son or daughter will be released.

If I can be of help, please don't hesitate to call.

Sincerely,	
Janet Muller	
Please DO NOT RELEA	<u>SE</u> to the Military Recruiting Service the name and address of:
	(Name of the lent)
	(Name of student)
	(Parent/Guardian)
	(Date)



#### LONE STAR SCHOOL DISTRICT 101

44940 County Road 54 / Otis, Colorado 80743 Phone 970-848-2778 Fax 970-848-0340

	e Lone Star School Policy pertaining to student arent handbook and agree to abide by that policy
My driver's license number is	
It expires on	
My car license number isa:	The car I will drive most often is
(year, make, model and color)	
Student Signature	Parent Signature
Date	