

OFFICE USE ONLY!! Students 1st day of School: _____ Student #: _____
 BC O/F IMZ COM INC PROV H.L.S. O/F Comp. Agr. O/F UIC # _____
 Hot Lunch MIG MCIR SOC: App Release District: _____ School Year: _____
 Race/Ethnicity Address/Residency Verified

STUDENT INFORMATION

Student Full Legal Name _____
 Grade _____ M F Date of Birth _____ Place of Birth _____
 Health Code: Asthma Vision Hearing Beesting Epileptic Diabetic Medication Other _____
 Special Education Services: Yes No If yes, explain _____
 Student Lives With: Father Mother Step-Parent Guardian Relative _____

FAMILY / HOUSEHOLD INFORMATION

Street Address (required) _____ City _____ Zip _____
 Mailing Address (if different from above) _____ City _____ Zip _____
 Home Phone _____ County of Residence _____

Father/Guardian _____	Mother/Guardian _____	Step-Parent _____
Cell Phone _____	Cell Phone _____	Cell Phone _____
Email Address _____	Email Address _____	Email Address _____
Employer _____	Employer _____	Employer _____
Work Phone # _____	Work Phone # _____	Work Phone # _____
In Household: Yes No	In Household: Yes No	
If No, Receive Mailings? Yes No	If No, Receive Mailings? Yes No	
If Yes, please list address _____	If Yes, please list address _____	

Circle one: Education: HS 9th 10th 11th 12th College 1 2 3 4 +
 Circle one: Education: HS 9th 10th 11th 12th College 1 2 3 4 +

Other children in family:

Name	Birth date	Grade	Name	Birth date	Grade
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

EMERGENCY CONTACTS – If parent/guardian cannot be reached:

Name: _____ Relationship to Student: _____ Phone: _____
 Name: _____ Relationship to Student: _____ Phone: _____
 Doctor Name: _____ Phone: _____
 Dentist Name: _____ Phone: _____
 Hospital Name: _____ Phone: _____

I verify the above information to be accurate and truthful to the best of my knowledge, including the address in which we reside.

Parent Signature: _____ Date: _____



WALKERVILLE PUBLIC SCHOOLS

Consent for Disclosure of Immunization Information to Local and State Health Departments

Student Name: _____

Date of Birth: _____

Immunizations are an important part of keeping our children healthy. Schools and State and Local health departments must monitor immunization levels to ensure that all communities are protected from potentially life-threatening diseases and, if necessary, respond promptly to an emerging public health threat. It is important that disease threats be minimized through the monitoring of students being immunized.

Sharing immunization and personally identifiable information including the students name, Date of Birth, gender, and address with local and state health departments will help to keep your child safe from vaccine preventable diseases. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, requires written parental consent before personally identifiable information from your child's education records is disclosed to the health department. If your child is 18 or over, he or she is an "eligible student" and must provide consent for disclosures of information from his or her education records.

You may withdraw your consent to share this information in writing at any time.

I authorize Walkerville Public Schools to release my child's immunization record to the Michigan Department of Health and Human Services and Local Health Department. I understand this information will be used to improve the quality and timeliness of immunization services and to help schools comply with Michigan Law. This includes any immunization information and limited personally identifiable information from the school.

Parent/Guardian Signature _____ Date: _____

Walkerville Public Schools
Home Language Survey

Walkerville Public Schools requires that the following information be completed for each student that enrolls here for the first time. This survey should be adhered to each student's CA-60.

Name of Student _____ Grade _____ Age _____

1. What language is spoken in your home most of the time? _____
2. What language does your child speak most of the time? _____

Signature of Parent/Guardian

Date

Walkerville Public Schools
Encuesta del Idioma Hablado

Las escuelas publicas de Walkerville requieren que la siguiente información se complete para cada alumno que se matricula por la primera vez. Este cuestionario deberá ser incluido en el CA-60.

Nombre del Alumno _____ Grado _____ Edad _____

1. ¿Que idioma se habla en el hogar la mayoría del tiempo? _____
2. ¿Que idioma habla su hijo(a) la mayoría del tiempo? _____

Firma del padre/guardián

Fecha

WALKERVILLE PUBLIC SCHOOLS

145 East Lathrop St. Walkerville, MI 49459
Phone: 231-873-4850 Fax: 231-873-5615

PERMISSION TO RELEASE OFFICIAL RECORDS

Student Name _____ Birthdate _____ Grade _____

Previous School _____

School Address _____

School Phone _____ School Fax _____

Please send the above named student's complete school records including:

- Cumulative school record / file
- Achievement test, aptitude & intelligence test scores
- Attendance records
- Grades
- Special education records (IEPC, diagnostic reports, medical records, etc.)
- Immunization records
- UIC NUMBER: _____

This release is in accordance with the provisions of the Family Educational Rights and Privacy Act of 1976.

Parent / Guardian / Student (if 18 years of age)

Signature _____ Today's Date _____
(Not required)

Records are to be sent to:

_____ Middle School/High School (Grades 6-12)
Fax: 231-873-5615
Email: boomen@walkerville.k12.mi.us

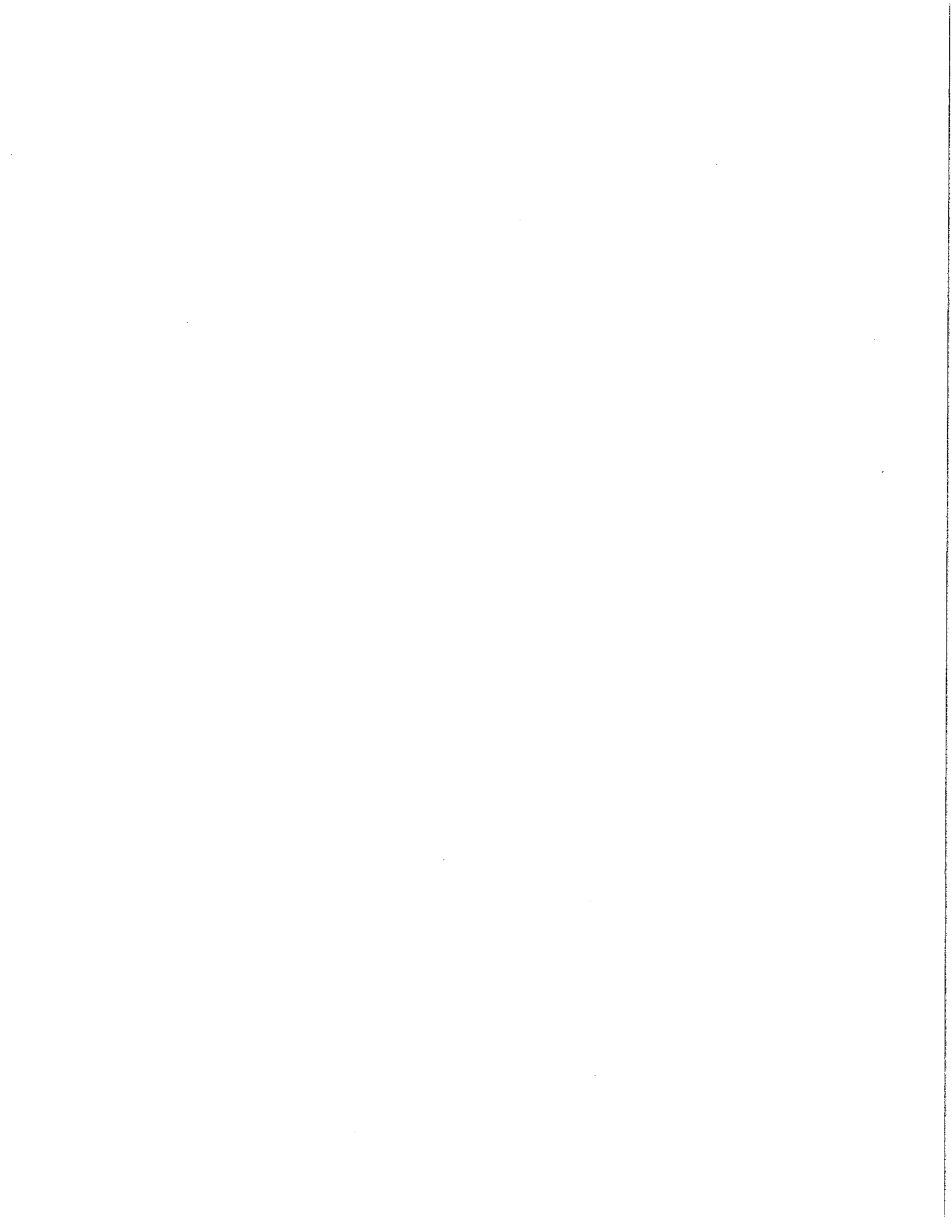
_____ Elementary (PK-5)
Fax: 231-873-5615
Email: jeporter@walkerville.k12.mi.us

Please return a copy of this release form with the student records.

THIS SPACE FOR OFFICE USE ONLY:

1st request
Date sent _____ Date received _____

2nd request
Date sent _____ Date received _____





WALKERVILLE PUBLIC SCHOOLS

RACE AND ETHNICITY QUESTIONNAIRE

Student Name: _____ Date of Birth: _____

Both Part A and Part B of the question must be answered. **If you choose not to answer either or both Part A and Part B, the U.S. Department of Education REQUIRES the School District to supply an answer on your behalf.**

Part A - **Is this student Hispanic/Latino?** (Circle only one)

No, Not Hispanic/Latino

Yes, Hispanic/Latino (A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.)

The above part of the question is about ethnicity, not race. No matter which box you selected above, **please continue to answer the following** by marking one or more boxes to indicate what you consider your student's race to be.

Part B - **What is the student's race?** (Circle one or more)

American Indian or Alaska Native (A person having origins in any of the original peoples of North and South American, including Central America.)

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.)

Black or African American (A person having origins in any of the black racial groups of Africa.)

Native Hawaiian or Other Pacific Islander (A person having origins in any of the original people of Hawaii, Guan, Samoa or other Pacific Islands.)

White (A person having origins in any of the original peoples of Europe, the Middle East or North Africa.)

NOTE: Both parts A and B **MUST** be completed. We encourage you to select an answer for **both** parts. If either Part (A or B) is not answered, the U.S. Department of Education **requires** the school district to supply an answer on your behalf.

Legal Parent/Guardian's Signature: _____ Date: _____

Office Use Only:

If the above student's parent did not respond to this survey, this information is being determined by a school official.

Date completed by school official: _____

School officials initials: _____

**COMPUTER/INTERNET/NETWORK ACCEPTABLE USE AGREEMENT AND INTERNET SAFETY
POLICY**

This document must be read in full prior to indicating your agreement to follow all Walkerville Public Schools computer/Internet/network policies.

No person shall be allowed to use any computer/Internet/network equipment owned by Walkerville Public Schools (hereafter named WPS) unless he/she has read and indicated his/her agreement to follow all policies stated herein by signing his/her name to this agreement.

POLICIES:

1. No person shall, without prior permission obtained from the Technical Services Manager, remove any computer/Internet/network equipment from WPS property.
2. It is the user's responsibility to make sure no hardware or software is destroyed, modified, or abused in any way. It is the user's responsibility to make sure that all food and drinks are kept away from all hardware and software.
3. Only hardware approved by WPS may be attached to the district network.
4. Any data, which resides on computer/Internet/network equipment owned by WPS, is the sole property of WPS. WPS may do with this data as it sees fit including, but not limited to, monitoring this data, deleting this data and/or turning this data over to law enforcement officials if necessary. Said data also includes any personal electronic mail or other messages or communications.
5. All information, communication or any other use of computer/Internet/network equipment and/or software owned by WPS must be appropriate for all audiences. Vulgarity, inappropriate material and/or data as deemed by WPS authorities are strictly prohibited from being accessed and/or processed through computer/Internet/network equipment and/or software owned by WPS.
6. Any media including diskettes, CDs, DVDs, flash drives, and/or portable hard drives used for storing data on WPS computer/Internet/network equipment must get the approval of the Technical Services Manager prior to use on WPS owned equipment.
7. Only software purchased or approved by WPS may be stored or installed on district hardware. No software programs may be downloaded off the Internet without the permission of the Technical Services Manager.
8. All network logon and e-mail accounts are the personal responsibility of the account holder. Network logon and e-mail accounts owners must not for any reason give their account passwords to another person. Network and e-mail account owners must not for any reason allow another person to use his/her network or e-mail account. In order to avoid allowing any person to use another person's network account all account holders must log off any computer he/she is using before leaving that computer. Account holders must not be logged into more than one computer at any given time.
9. No user shall intentionally seek information on, obtain copies of, or modify files or passwords belonging to other users. A user may not in any way attempt to misrepresent another user.
10. The user is responsible for all files stored or printed under his/her user account without exception.
11. All Internet communications are logged and monitored by WPS. WPS knows exactly what Internet sites are accessed by every account holder and the date and time of day that the site is accessed. This information will be used to monitor and ensure proper use of WPS owned computer/Internet/network equipment.
12. When/If a user mistakenly accesses any inappropriate material on any computer/Internet/network equipment owned by WPS the user must immediately inform a WPS staff person. The staff person must then inform the Technical Services Manager. This will help WPS authorities to determine a course of action when the access violation information is obtained from the network logs.
13. Any user who attempts to "hack" or maliciously destroy or access computer/Internet/network equipment and/or software owned by WPS or any other computer/Internet/network equipment and/or software through WPS owned equipment will immediately lose computer/Internet/network equipment access and privileges and will be

prosecuted to the full extent of the law. This includes the introduction or perpetuation of computer viruses and/or computer worm programs.

14. Any user who discovers any security problem on any computer/Internet/network equipment and/or software owned by WPS must immediately report the security problem to a staff person and the Technical Services Manager. The person who discovers the security problem must not tell anyone other than the staff person and the director of technology about the security problem nor shall the person demonstrate the security problem to anyone other than the director of technology. If the person who discovers the security problem fails to follow this procedure the incident will be treated as a "hacker" attempt as stated in policy number 10.
15. Computer/Internet/network equipment and/or software owned by WPS shall be used solely for educational purposes. Computer/Internet/network equipment and/or software must not be used for business transactions of any kind other than school related business transactions.
16. Each user is responsible for all material sent electronically. Hate mail, harassment, discriminatory remarks and other antisocial behaviors are prohibited. Any violations of the use of telecommunications should be reported to the building administrator.
17. Students at WPS are prohibited from accessing and using any free e-mail Internet accounts and/or services from any computer/Internet/network equipment and/or software owned by WPS. Students may use an e-mail account given to them by the WPS Technical Services Manager. This policy is to avoid inappropriate e-mail messaging which cannot be traced back to the sender.
18. Chat rooms of any kind including, but not limited to, on-line multiplayer games, instant messaging, Web enabled chat systems and/or any other chat-like scenarios and/or systems are strictly prohibited for use by students on any computer/Internet/network equipment and/or software owned by WPS. Teachers may request appropriate chat areas to be unblocked for educational purposes.
19. Any person wishing to use data gathered from the Internet or other media sources on any computer/Internet/network equipment and/or software owned by WPS must abide by all applicable copyright and/or licensing laws.
20. All persons agreeing to follow this policy are also agreeing to follow the WPS Internet Safety Policy. The WPS Internet Safety Policy is attached to this document.

The consequences for the violation of any of the above stated WPS computer/Internet/network policies, with the exception of policies number 10 and 11 and/or any other illegal activity of any kind which will result in immediate loss of all computer privileges and may include legal prosecution, are as follows.

1st Offense: Loss of computer/Internet/network access privileges for a period of one week.

2nd Offense: Loss of computer/Internet/network access privileges for a period of one month. If the account holder is a student his/her parents and/or legal guardian will be contacted.

3rd offense: Loss of computer/Internet/network access privileges for a period of one year. If the account holder is a student his/her parents and/or legal guardian will be contacted.

4th Offense: Loss of network privileges indefinitely. If the account holder is a student his/her parents and/or legal guardian will be contacted.

All WPS computer/Internet/network accounts and all WPS e-mail accounts are provided free of charge to any staff and/or students of WPS.

INTERNET SAFETY POLICY

It is the policy of Walkerville Public Schools that access to the Internet provided by Walkerville Public Schools is expected to be used as an educational and/or work related resource and that such access shall be made available subject to such rules and regulations as may be established, provided that no use shall be permitted which, in the judgment of Walkerville Public Schools, is in any way prejudicial to the best interest of the unit or in conflict with Walkerville Public Schools.

Walkerville Public Schools reserves the right to refuse access to the Internet by the school district to anyone when it deems it to be necessary in the public interest.

Definitions (as defined in the Federal law for CIPA)

1. Access to the Internet – A computer shall be considered to have access to the Internet if such computer is connected to a computer network that has access to the Internet.
2. Minor shall mean an individual who has not attained the age of 18 and/or is a student at Walkerville Public Schools.
3. Obscene shall have the meaning given such term in section 1460 of title 18, United States Code.
4. Child Pornography shall have the meaning given term in section 2256 of title 18, United States Code.
5. Harmful to minors shall mean any picture, image, graphic image file, or other visual depiction that:
 1. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
 2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 3. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
6. Hacking shall mean attempting to gain unauthorized access to computer and network systems connected or not connected to the Internet.
7. Technology protection measure shall refer to a WebBlocker server managed by Walkerville Public Schools that blocks and/or filters Internet access or other means by which access may be blocked and/or filtered.
8. Authorized staff member as used herein shall refer to an adult staff member appointed by the Walkerville Public Schools Technology Committee.
9. Technology Committee as used herein shall refer to a group of Walkerville Public Schools staff including but not limited to the following:
 1. Administrator
 2. Technical Services Manager
 3. At least one (1) staff member appointed by the Administrator
 4. At least two (2) teachers appointed by the Administrator

Access to Internet by Minors

Minors accessing Internet services provided by Walkerville Public Schools shall be subject to the following rules and regulations:

1. Minors shall not access material that is obscene, child pornography, harmful to minors, or otherwise inappropriate for the educational setting.
2. Minors shall not use Walkerville Public Schools technology or Internet resources to engage in hacking or attempts to otherwise compromise any computer or network system's security.
3. Minors shall not engage in any illegal activities on the Internet.
4. Minors must use email only in accordance with the Acceptable Use Agreement.
5. Minors shall not disclose personal identification information on the Internet.
6. Minors shall be monitored while using the Internet.

Access to Internet by Adults

Adults accessing Internet services provided by Walkerville Public Schools shall be subject to the following rules and regulations:

1. Adults shall not access material that is obscene, child pornography, or otherwise inappropriate for training or work-related uses.
2. Adults shall not use Walkerville Public Schools technology resources to engage in unauthorized hacking or attempts to otherwise compromise any computer or network system's security.
3. Adults shall not engage in illegal activities on the Internet.

Internal/External Web Pages

1. Neither student web pages nor any other personal web sites constructed outside of the school supervised setting will be linked to or associated with any Walkerville Public School site. All web sites representing Walkerville Public Schools will be hosted on the Walkerville Public Schools web server and be part of the Walkerville Public Schools Internet domain (walkerville.k12.mi.us).

Technology Protection Measure

Walkerville Public Schools shall use a technology protection measure(s) that blocks and/or filters Internet access to prevent access to Internet sites that are not in accordance with the policies of Walkerville Public Schools.

1. If a staff member or student believes a web site to be inappropriately filtered or not filtered, he or she should submit a request via the web or e-mail to the Technical Services Manager with the Internet address (URL) of the site and the rationale for blocking or unblocking the site for students. If the Technical Services Manager concurs with the staff member or student that a web site is clearly appropriate or clearly inappropriate for students, then a change will be made in the filter to allow or disallow viewing of the site. If it is not readily apparent whether a site is or is not appropriate for elementary school students, the Technology Committee will decide whether or not to block the site.

Policy Violations

Any violation of this policy may result in the loss of access to the Internet administered by Walkerville Public Schools. Additional disciplinary action may be determined in accordance with existing procedures and practices, both administrative and as stipulated in Walkerville Public Schools board policy, and including applicable law enforcement agencies when necessary.

Policy Challenge Procedure

An individual who has been granted access to the Internet by Walkerville Public Schools and desires to access an Internet site that is not compliant with this policy may challenge the enforcement of the policy according to the following provisions:

1. Internet site review requests should be directed to the Walkerville Public Schools Technology Committee in writing for consideration.
2. The Technology Committee will review the site within a reasonable period of time of the submission of the request and, if deemed appropriate for educational or work-related purposes, may vote to unblock the site.
3. Walkerville Public Schools' principals will regulate enforcement of the policy, including disciplinary actions, and shall forward to the administrator of Walkerville Public Schools any challenges to the severity of the applied discipline.
4. Challenges to the application or enforcement of Walkerville Public Schools Internet Safety Policy that cannot be resolved at the levels outlined in the preceding step will be handled in accordance with Walkerville Public Schools established grievance policy or at the Walkerville Public Schools administrator and/or board level for challenges presented in writing.

WPS Computer/Internet/Network Acceptable Use Agreement and Internet Safety Policy

(Sign and Return This Page Only To Principal)

Student's Name: _____ **Year of Graduation:** _____

Account Holder:

I have read, (or have had read to me), the entire WPS Computer/Internet/Network Acceptable/Responsible Use Agreement and the WPS Internet Safety Policy. I understand the entire contents of this document. I agree to abide by the entire contents of the WPS Computer/Internet/Network Acceptable/Responsible Use Agreement and the WPS Internet Safety Policy or else face the above outlined consequences for not abiding by the contents of the WPS Computer/Internet/Network Acceptable/Responsible Use Agreement and the WPS Internet Safety Policy. I understand that none of the information or data which I use, store, access or input into computer/Internet/network equipment and/or software owned by WPS does not belong to me but is the property of WPS and can and will be monitored, deleted and/or turned over to law enforcement officials if necessary by WPS authorities.

Account Holder's Name, Staff and/or Students, (Please print):

First Middle Last
Initial

Signature: _____ Date: ____/____/____
MM / DD/YYYY

For minors only:

Parent and/or Legal Guardian:

As the parent and/or legal guardian of the above listed minor, I have read, (or have had read to me), the entire WPS Computer/Internet/Network Acceptable/Responsible Use Agreement and the WPS Internet Safety Policy. I understand the entire contents of this document. I agree to insure that the above listed minor will abide by the entire contents of the WPS Computer/Internet/Network Acceptable/Responsible Use Agreement and the WPS Internet Safety Policy to the best of my ability. I certify that the above listed information about the minor is correct. I hereby grant permission for the above listed minor to obtain a WPS account as indicated by my signature at the bottom of this page.

Please place an 'X' either of the following boxes only if they apply to you:

- If my child accidentally accesses inappropriate material on the Internet I would like to be informed no matter what the circumstances.
- My child may not have a Walkerville email address.

Parent and/or Legal Guardian's Name (Please print):

First Middle Last
Initial

Signature: _____ Date: ____/____/____
MM / DD/YYYY

WALKERVILLE PUBLIC SCHOOL

Transportation Department

Mark Metts, Transportation Supervisor

Phone: 231-873-4850 ext. 3300 Email: mmetts@walkerville.k12.mi.us

TRANSPORTATION PICK-UP/DROP-OFF LOCATION FORM

STUDENT INFORMATION

Student Name: _____

Grade: _____

Student Name: _____

Grade: _____

Student Name: _____

Grade: _____

Student Name: _____

Grade: _____

Physical Address: _____

house # and street name

town/city

zip code

PICK-UP/DROP-OFF LOCATION IF OTHER THAN HOME ADDRESS

MORNING PICK-UP LOCATION

Name of Adult at Residence: _____

Physical Address: _____

house # and street name

town/city

zip code

Phone Number: _____

AFTERNOON DROP-OFF LOCATION

Name of Adult at Residence: _____

Physical Address: _____

house # and street name

town/city

zip code

Phone Number: _____

Parent/Guardian Signature: _____ Date: _____