



Avondale Administrative Offices
2940 Waukegan Street, Auburn Hills, MI 48326

PLEASE CALL LETA BRENNAN AT (248) 537-6039 TO SCHEDULE AN APPOINTMENT TO COMPLETE ENROLLMENT

SCHOOLS OF CHOICE ENROLLMENT PACKET - 2020-2021 (K-11th)

APPLICATION WINDOW: APRIL 13TH – MAY 12TH

APPLICATION DEADLINE: TUESDAY, MAY 12, 2020 AT 3:00 P.M.

The forms necessary for you to enroll your child in the Avondale School District are contained in this packet. If you have any questions, please contact our Student Enrollment Office at (248) 537-6039.

Once you have completed the enrollment application forms and gathered the required documentation, please call the Enrollment Office at 248-537-6039 to schedule an appointment to complete the enrollment process.

The enrollment packet must be submitted in person by a parent or legal guardian for review to ensure that all required documents are included. Please refer to the checklist below to assist you in submitting your packet.

REQUIRED ENROLLMENT FORMS:

- ___ Schools of Choice Application (provided)
- ___ Student Enrollment Form (provided)
- ___ Affirmation of Prior Discipline Record (provided) (***Avondale will submit to current school***)
- ___ Request for Educational Records (provided) (***Avondale will submit to current school***)
- ___ Consent for Disclosure of Immunization Information (provided)
- ___ KINDERGARTEN ONLY: Health Appraisal & Vision Screening

REQUIRED STUDENT DOCUMENTS:

- ___ Original Birth Certificate (with raised seal)
- ___ Official Immunization Records
- ___ Most Recent Report Card (1st - 8th grade)
- ___ High School Transcripts (9th - 11th grade)
- ___ Current IEP (if applicable)

___ **FOR HIGH SCHOOL PROGRAM:** Confirmation from Avondale High School Regarding Preliminary Program Acceptance

REQUIRED LEGAL DOCUMENTS: (if applicable)

- ___ Certified copies of court orders or placement papers (Appointment of Guardianship, Divorce Decree, etc.)

PROOF OF RESIDENCY DOCUMENTS: (one document from each section below is required)

- ___ Driver's License of Parent/Legal Guardian with current address **or** U.S. Issued Military Identification **or** Passport
- ___ **EITHER** a Recent Property Tax **or** Assessment Statement (homeowner) **OR** Current Lease / Rental Agreement (renter)
- ___ Current utility bill or verification of service

INCOMPLETE/PARTIAL PACKETS WILL NOT BE ACCEPTED



**Avondale School District
Nonresident Schools of Choice Application
2020-2021 School Year**

Student's Name: _____
Last First Middle

Date of Birth: _____ Male Female

Current Grade: _____ Grade/Program Applying for: _____

Siblings currently attending Avondale School District through Schools of Choice:

Name	Building
_____	_____
_____	_____
_____	_____

Parent/Guardian: _____
Last First Middle

Address: _____ City _____ Zip Code _____

Cell Phone# _____ Email _____

Student's current school: _____	District: _____
Address of school: _____	Telephone: _____
Public school district of residence if different from above: _____	

The following section must be completed.

- Has the student been suspended or expelled from school? Yes No
If yes give detail below. If additional space is needed for explanation, please attach another page.
Date: _____ Reason: _____

- Does the student currently receive special education classroom or related services (i.e., speech, OT, PT)? Yes No
If yes, please describe type of service.

By signing below, I certify all of the information provided above to be true, and I acknowledge and accept the policies and stipulations of Avondale School District's Schools of Choice Program including the stipulation that transportation to and from an Avondale school for students enrolled through the Schools of Choice program is the responsibility of the parent/legal guardian. Further I understand untrue or incomplete information will disqualify and remove the applicant from Avondale School District's program and that confirmation of applicant's enrollment is contingent upon receipt and review of applicant's prior disciplinary records. I give permission to Avondale School District to contact my student's previous school regarding their disciplinary record.

I also acknowledge that I have received a copy of "schools of Choice Important Things to Know" attached to this enrollment packet and understand the procedures and policies defined in the document.

Parent/Guardian Signature: _____

Parent/Guardian Name (please print) _____ Date: _____



STUDENT ENROLLMENT FORM

2940 WAUKEGAN STREET, AUBURN HILLS, MI 48326 *248-537-6039*

CHILD INFORMATION

Child's Legal Name:		Date of Birth:	
Address:		Place of Birth:	
City:	Zip:	My Child was previously enrolled in Avondale <input type="checkbox"/> Yes <input type="checkbox"/> No	
Primary Phone:	<input type="checkbox"/> Male <input type="checkbox"/> Female		Ethnicity: <i>Hispanic/Latino</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
Last School Attended:	Multiple Birth Status <input type="checkbox"/> Single <input type="checkbox"/> Twin <input type="checkbox"/> Triplet <input type="checkbox"/> Other _____		Race <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Black / African American <input type="checkbox"/> White
School Address:			
Does child have special medical needs or require medication during school hours? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, physician signed orders must be presented to school principal</i>			
A Federal Requirement is to identify all families with Active Duty Parents/Guardians. At least one parent/guardian is actively serving in the US Military. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what Branch _____			
Is your child's native tongue English? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the primary language used in your child's home or environment a language other than English? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the language? _____ If applicable, what date did the child enter the US? _____			
Services child has received: <input type="checkbox"/> None <input type="checkbox"/> 504 Plan <input type="checkbox"/> IEP/Spec Ed <input type="checkbox"/> ESL/ELL <input type="checkbox"/> Title I/At Risk Support <input type="checkbox"/> Speech/Language service			

PARENT / GUARDIAN INFORMATION

Child lives with: Both Parents Mother Father Joint Custody Legal Guardian Grandparents Foster Care Other

Name _____	_____
Legal Relationship _____	_____
Cell Phone _____	_____
Employer _____	_____
Work Phone _____	_____
Email Address _____	_____
Address if different than Student's _____	_____

There are legal restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Court documents provided? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

HOUSEHOLD INFORMATION

Other Children in family living at residence

Name	Date of Birth	Grade

Parent / Legal Guardian Signature: _____ Date: _____

FOR OFFICE USE ONLY: Grade _____ Auburn Deerfield Graham Woodland AMS AHS In-District Transfer _____
 Birth Cert Immunization Health/Vision (K) Last Report Card/Transcript Form of ID: DL - GI - Passport Current Property Tax Or Lease
 Current Utility Bill Records Request Affirmation of Discipline Affidavit Form and Docs (if needed)



AFFIRMATION OF PRIOR DISCIPLINE RECORD

2940 WAUKEGAN STREET, AUBURN HILLS, MI 48326

PHONE: 248-537-6039 FAX: 248-537-6074

Please note: A willful false statement on the affirmation will result in a report to the appropriate authorities, and may result in disenrollment.

The Avondale School District *Code of Conduct* governs the behavior of students who attend the Avondale School District. The *Code of Conduct* provides that a student who has engaged in misconduct resulting in expulsion or long-term suspension in another school system, or who has withdrawn from said school system before such misconduct was established by an appropriate hearing, which misconduct, if true, is of sufficient gravity to pose a threat to the health or welfare of students or district personnel, or makes the presence of the student in the school district disruptive to the educational process, may be subject to a suspension or expulsion due process hearing prior to admission in the Avondale School District. Such conduct, if established, may make a student ineligible to enroll in and attend the Avondale School District.

In order to process the student's enrollment, the parent or legal guardian (if the student is under 18 years of age) or student (if the student is 18 or older) must answer the questions below:

Student's Name: _____

1. Has the student been convicted of a crime, or are any felony charges pending against the student? Yes No

If the answer is yes, please explain: _____

2. a. Has the student been expelled or received a long-term suspension (more than 10 days) from another school district?

Yes No

b. Has the student received a short-term suspension (10 days or less) from another school district: Yes No

If the answer to part (a) or (b) is yes, please explain in detail (include school name, dates and description of the incident(s) - use back of page if needed): _____

3. Has the student withdrawn from a school district in lieu of being charged with conduct that may have resulted in expulsion or long-term suspension? Yes No

Signature of Parent / Guardian: _____ **Date:** _____

PARENT/GUARDIAN DO NOT WRITE BELOW THIS LINE – AVONDALE SCHOOL DISTRICT WILL SUBMIT THIS FORM TO FORMER SCHOOL

Name of sending school _____

Please check one:

According to our records, we can verify that the information provided by the parent/guardian or student is **correct**.

According to our records, we can verify that the information provided by the parent/guardian or student is **NOT correct**.

If the student has been involved in an offense involving weapons, alcohol or drugs, or willful infliction of injury to another person or for any act of violence against persons and/or property committed on school premises, or any other violation of school policy, at any school sponsored activity, or on a public or private conveyance providing transportation to and from school or any school sponsored activity, please forward appropriate disciplinary documentation.

Thank you.

Signature of Sending District Administrator

Title

Date



REQUEST FOR EDUCATIONAL RECORDS

(Kindergarten - 12th grades only)

2940 WAUKEGAN STREET, AUBURN HILLS, MI 48326

PHONE: 248-537-6039

Student's Name (as it appears on the student's birth certificate)		Date of Birth	
Grade Last Enrolled		Previous School's Name	
School's Address		City	State
		Zip Code	
School's Phone Number		School's Fax Number	

**PARENTS/GUARDIANS BOTTOM PORTION OF FORM IS FOR AVONDALE OFFICE USE ONLY
DO NOT SUBMIT TO YOUR CHILD'S CURRENT SCHOOL**

Educational Records Requested:		
<input checked="" type="checkbox"/> Academic	<input checked="" type="checkbox"/> Suspension/Expulsion	<input checked="" type="checkbox"/> Other <u>ALL</u>
<input checked="" type="checkbox"/> Attendance/Tardies	<input checked="" type="checkbox"/> Health	<input checked="" type="checkbox"/> Special Education

According to the Final Regulations - Family Education Rights and Privacy Act dated June 17, 1976, "It is no longer necessary to obtain written consent to release records between schools. It states that school officials of other schools in school systems in which the student may enroll, may receive a student's records without a written consent for such release".

Thank you for your prompt attention to this matter. If you have any questions in regard to this request, please contact the Avondale Enrollment Office at (248) 537-6039.

Avondale School District Official's Signature

Date

PLEASE FAX OR SEND RECORDS AS INDICATED

<input type="checkbox"/> Auburn Elementary 2900 Waukegan Street Auburn Hills, MI 48326 Phone: (248) 537-6500 / Fax: (248) 537-6505	<input type="checkbox"/> Deerfield Elementary 3600 Crooks Road Rochester Hills, MI 48309 Phone: (248) 537-6700 / Fax: (248) 6705	<input type="checkbox"/> R. Grant Graham Elementary 2450 Old Salem Road Auburn Hills, MI 48326 Phone: (248) 537-6800 / Fax: (248) 537-6805
<input type="checkbox"/> Woodland Elementary 6465 Livernois Troy, MI 48098 Phone: (248) 537-6900 / Fax: (248) 537-6905	<input type="checkbox"/> Avondale Middle School 1445 W Auburn Road Rochester Hills, MI 48309 Phone: (248) 537-6300 / Fax: (248) 537-6305	<input type="checkbox"/> Avondale High School 2800 Waukegan Street Auburn Hills, MI 48326 Phone: (248) 537-6100 / Fax: (248) 537-6105

****Please send ALL Special Education Records to:**

Avondale School District, Student Services Office, 2940 Waukegan Street, Auburn Hills, MI 48326**



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

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 student’s 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 Avondale School District 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.

Student’s Name (Printed)

____/____/_____
Student’s Date of Birth

Date

Signature of Parent/Legal Guardian/Eligible Student

Printed Name of Parent/Legal Guardian



Non Resident School of Choice – 2020-2021 School Year IMPORTANT THINGS TO KNOW

Application Procedures:

1. Applications are being accepted for a limited number of non-resident Schools of Choice students for enrollment in the Avondale School District for the 2020-2021 school year. The availability is determined by the Avondale School District.
2. The Avondale School District application period is April 13, 2020 – May 12, 2020. If the number of applications received exceeds the number of spaces available, a lottery will be held on Friday, May 15, 2020 at 3:15 p.m. as specified by state law. All applicants will be notified of their enrollment status the week of May 18, 2020 via phone or email.
3. If your student's name is not drawn in the lottery, we will maintain your student's name on a waiting list and notify you before the end of the first week of school if a seat becomes available.
4. All applications will be screened for accurate information. This may involve contacting your child's former school district. ***Please note that all School of Choice enrollments are contingent upon receipt and review of the applicant's prior discipline records.***
5. Once enrolled through Schools of Choice, students may remain in Avondale School District until graduation if the student complies with all guidelines for Schools of Choice.
6. Siblings of Schools of Choice students will be given preference for enrollment into Avondale's general education program as long as they reside in Oakland County.

Attendance: Schools of Choice students are expected to arrive and depart from school on time. Students who are excessively absent or tardy are subject to the same rules and procedures as resident students. To ensure the safety of all of our students, it is expected that parents will pick students up on time at the end of the school day as well as when they are attending an afterschool or evening event.

Code of Conduct: All *Student Code of Conduct* rules, procedures, and policies apply to all students who enter Avondale School District under the Schools of Choice guidelines and procedures.

Redistricting: If the need arises to change the boundaries of any school for the purpose of redistricting students, those students who registered as Schools of Choice students could be asked to transfer to another school in the Avondale School District.

Transportation: Transportation is the responsibility of the parents.

Avondale High School: Enrollment questions regarding Pathways, IT Program and HS Early College can be directed to Kim Olszak at 248-537-6120.

Students must arrive to school prior to the first bell and depart school at the end of the school day. If your student is involved in afterschool clubs, activities, or athletics please pick them up at the end of the club's meeting or activity and/or the end of the athletic practice or event.