

# Richmond's 2018 - 2019 Fall Registration And Student Pictures

Wednesday – August 8th      1:00 pm to 7:00 pm  
Thursday – August 16<sup>th</sup>      1:00 pm to 7:00 pm

- Registration will be held on a walk-in basis.
- **\*\*\*NEW THIS YEAR\*\*\*** Check the Parent Portal before Registration for a complete listing of fees due at time of Registration. These fees may include: Registration Fees, Damaged or Lost Book Fee, Graduation Fee and/or Lost Lock Fee.  
(Please note that lunch deposits must be made on a separate check)  
**\*\*Any payment being made with cash, must be for the exact amount.\*\***
- **\*\*\*Please Note\*\*\*** This year only, The Student Handbook and Public Notices will be emailed to families at the end of August. A sign-off sheet will be included to be signed and returned on the first day of school.
- Before Registration, please make sure that all personal information is updated in the Parent Portal; example – Address, Phone Numbers, Emergency Contacts.
- **\*\*Please Bring the Internet Safety and Acceptable Use Forms (signed by student(s) and parent) to Registration, and any other paperwork that may apply to your individual student(s). See following page\*\***
- Bring Medical Sheets signed by physician/ and or parent as needed, with medication to Registration. No one will be present at Open House to accept these items.
- All Fees Are Subject To Change.
- Athletic Fees will NOT be collected during Registration.
- Teacher/homeroom assignments will be available through the Parent Portal for JK-5<sup>th</sup> grade, as will schedules for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students. (August)
- First Day Of School –Tuesday, September 4, 2018.

If you have any questions – please contact  
Terry Noyes (262) 538-1360 ex. 210 or Sue Williams ex. 307

# **Important Information**

## **Read Before Proceeding**

**Everyone must complete and return the following forms-**

- **Internet Safety and Acceptable Use Form  
(One per family)**
- **Bike, Walk, Ride Permission Sheet – (Only if you are giving permission for your child/children to walk or bike home –  
(One form per family) – List each child that has permission).**
- **Military Questionnaire  
(One per family)**

**Other forms to fill out where applicable -**

- **Parents of 8<sup>th</sup> grade students, Current Year 8<sup>th</sup> Graders Form**
- **6<sup>th</sup> through 8<sup>th</sup> Grade Chrome Book Contracts**
- **Babysitting Form for Richmond Directory (Only if interested)**
- **Alternate Bus Transportation (Only if needed)**
- **Free and Reduced Lunch (Only if you qualify)**

**Return these forms to Richmond School during our  
2018 - 2019 Fall Walk-In Registration  
And Student Picture Day**

**Wednesday – August 8th 1:00 pm to 7:00 pm**  
**Thursday – August 16th 1:00 pm to 7:00 pm**

The District provides students with access to information technology and communication resources to accomplish the District's vision of teaching, learning, and public service operations. Uses shall be related to educational programs or other operations of the District.

The district administrator or designee shall be responsible for the maintenance and enforcement of rules and procedures concerning the acceptable, safe, and responsible use of the District's Internet access infrastructure and other technology-related District resources by any person who is authorized to use the District's systems and equipment, including any student, District employee, District official, or other authorized user. To the extent appropriate to various groups of users, and with such additions as the administration deems necessary or appropriate, those rules and procedures shall:

1. Provide notice regarding the District's retention of ownership, control, and oversight of the District's technology and network equipment and resources. Specifically, to the extent not prohibited by law, and at all times and without further notice:
  - a. Individual users are subject to direct and regular District oversight of, and District access to, any and all data, files, communications, or other material that they create, store, send, delete, receive or display on or over the District's Internet connection, network resources, file servers, computers or other equipment.
  - b. All aspects of any individual's use of the District's technology-related equipment and resources, including any online activities that make use of District-provided Internet access, are subject to monitoring and tracking by District officials.
  - c. Except as to any privacy rights that independently exist under state or federal law, no person who accesses and uses the District's electronic networks and other technology-related equipment and resources does so with an expectation that any privacy right exists that would prevent District officials from (1) monitoring the person's activities; or (2) accessing equipment, data, communications, and other materials as described above.
2. Provide notice to users that their use of District technology resources is solely at their own risk regarding possible damage to, or any other potential loss of, data, content, software, or equipment. The District makes no promises or warranties to users regarding potential damage or other loss.
3. Prohibit the use of the District's technology-related resources by any person who has not been authorized as a user by school officials.
4. Establish rules and expectations related to maintaining a safe, appropriate and effective learning environment.
5. Confirm that all District policies prohibiting bullying, harassment, and discrimination apply with full force to an individual's online and other technology-based activities and communications.
6. Address and prohibit the unauthorized collection, disclosure, use and dissemination of personal and personally-identifiable information regarding students and minors, as applicable to technology-based resources.

7. Address employees' obligations regarding the proper retention of District records, maintaining the confidentiality of student records, and avoiding inappropriate disclosures of District records.
8. Establish rules and expectations related to accessing and using systems, networks, and data appropriately, including rules (a) prohibiting the use of District resources to access and/or transmit inappropriate material via the Internet, electronic mail, or other forms of electronic communications; and (b) prohibiting unauthorized access to systems, networks, and data.
9. Establish rules and expectations related to academic integrity.
10. Establish rules and expectations related to copyright law, licensing agreements, and related issues.
11. Establish rules and procedures related to maintaining and securing District property and resources.
12. Establish rules and procedures related to requests to temporarily adjust levels of Internet filtering/blocking where there is a demonstrated educational purpose and the request is otherwise consistent with District policies and applicable law.
13. Provide direction and processes for the reporting of violations of the policies, rules and procedures that govern the acceptable, safe, and responsible use of the District's technology-related resources.
14. Provide notice to users regarding possible consequences for violations of the policies, rules and procedures that govern the acceptable, safe, and responsible use of the District's technology-related resources. Consequences may include the suspension, restriction or revocation of the privilege of use or access, the imposition of other disciplinary action by the District, and/or referral to law enforcement.
15. Provide a means for documenting each user's receipt and acceptance of the terms and conditions under which they may be authorized to use the District's technology-related resources.

The administration shall take steps to ensure that instruction or training activities and reasonable structural and systemic supports are in place to facilitate and enforce individual users' compliance with the District's policies, rules, and procedures that govern the acceptable, safe, and responsible use of the District's technology-related resources. Appropriately limiting a user's access rights to be consistent with the individual's role and authority, and running up-to-date anti-virus and other protective software are examples of structural and systemic supports that can facilitate the acceptable, safe, and responsible use of the District's technology-related resources. Ultimately, however, a cornerstone of the District's expectations for individual users is that use of District technology resources is a privilege that requires each user to take an appropriate degree of personal responsibility for following District rules and procedures and for using sound judgment in his/her communications and other technology-related personal conduct and activities.

### **Additional Provisions Regarding Internet Safety**

Internet access is an essential component of the District's technology program and technology infrastructure for the advancement and promotion of high-quality operations, instruction, and student learning. Internet access provides students and staff with statewide, national and global communications opportunities; rich sources of data, information, and research; as well as a wealth of adaptable instructional tools that build and enhance skills. The ability to appropriately locate, navigate and utilize Internet-based resources is itself an essential skill for all students and instructional staff.

Further, from an instructional point of view, students need to be capable of critically reviewing and analyzing Internet-based resources to determine their accuracy, credibility, and weight as a sound authority on the subject matter that is being addressed.

However, Internet access is neither inherently nor exclusively a beneficial educational resource. Internet access can be used—inadvertently or, in some cases, purposefully—to facilitate inappropriate, harmful, deceptive, and even illegal activities and communications. Further, notwithstanding reasonable efforts at prevention, there is still a risk that a student may, at some time, be exposed to particular content or participate in particular activities or communications that the District would consider harmful, deceptive, or otherwise inappropriate, or that a parent or guardian may find objectionable.

Consistent with applicable federal laws, the Board of Education believes that the best approach to student Internet safety involves a combination of technology protection measures, monitoring, and instruction. The District's comprehensive approach to student Internet safety shall take into account the differing ages and instructional levels of the students in the District.

It shall be the responsibility of the district administrator in consultation with such designees as they deem appropriate, to:

1. Ensure that the District's systems and equipment that provide access to the Internet make active use of technology protection measures designed to block or filter Internet access to visual depictions that are: (a) obscene; (b) pornographic; or (c) as to computers and other devices that may be accessed by students or other minors, otherwise harmful to minors. Filtering, blocking or other protective technologies will also be used to decrease the likelihood that student users of the District systems and equipment might access materials or communications, other than visual depictions, that are inappropriate for students.
2. Develop and implement procedures that provide for the monitoring of students' and other authorized users' activities when using District-provided equipment or District-provided network access or Internet access. Such monitoring may sometimes take the form of direct supervision of students' and minors' online activity by school personnel. To the extent consistent with applicable law, other examples of such monitoring activities may include the use of applications, services, equipment, or other methods by which school personnel can:
  - a. track and review users' Internet histories, online communications, uploaded, downloaded, saved or deleted data, files, applications, programs or other content, or other online activities;
  - b. track and log network access and use by any person or under any account; or
  - c. monitor fileserver space utilization by District users by, for example, file size, file type, file content and/or file function.
3. Develop and implement an instructional program that is designed to educate students about acceptable and responsible use of technology and safe and appropriate online behavior, including (a) safety and security issues that arise in connection with various forms of electronic communication; (b) information about interacting with other individuals on social networking sites and in chat rooms; and (c) cyberbullying awareness and response. Such educational activities shall vary by the instructional level of the students and shall include (but shall not consist exclusively of)

reinforcement of the provisions of the District's specific rules regarding student's acceptable and responsible use of technology while at school.

Building principals and their designees shall have responsibility, within their respective schools, for overseeing the day-to-day implementation of the District's policies, rules and guidelines regarding the acceptable, safe, and responsible use of technology resources.

### **Legal References:**

#### **Wisconsin Statutes**

Section 120.12(1) [Board of Education duty; care, control and management of school property and affairs of district]

Section 120.13(1) [Board of Education power to adopt conduct rules and discipline students]

Section 120.18(1)(i) [report on technology used in the district]

Section 943.70 [computer crimes]

Section 947.0125 [unlawful use of computerized communication systems]

Section 995.55 [access to personal Internet accounts]

#### **Wisconsin Administrative Code**

Section PI 8.01(2)(k) [integration of technology literacy and skills in curriculum]

#### **Federal Laws and Regulations**

Children's Internet Protection Act (CIPA) and Neighborhood Children's Internet Protection Act (NCIPA) [policy and other requirements related to Internet safety]

Protecting Children in the 21st Century Act [Internet safety policy requirement; education of students regarding appropriate online behavior]

Children's Online Privacy Protection Act (COPPA) [parent control over personal information collected by websites from their children]

E-rate funding requirements [technology plan and other requirements]

### **Cross References: Student Handbook**

Adopted: 11/10/08

Reviewed: 1/10/11, 3/12/18

**Richmond School District Policy Statement  
Internet Safety and Acceptable Use**

**Policy #: 363.2  
Student Form**

**Acceptable Use Policy Agreement - Students**

I have read and hereby agree to comply with the Internet Safety and Acceptable Use Agreement.

**Consequences for Policy Violations:**

Violations of these rules may result in disciplinary action including the loss of a student's privilege to use the District's information technology resources, reimbursement of damage, suspension, and/or expulsion. Criminal actions will be referred to the appropriate law enforcement agency.

During the time my student attends the Richmond School District, I give permission that items listed below may be published on the Richmond School Website or teacher class pages. **Please indicate by circling Yes or No. Any additional comments or requests written on this form will be considered a "No" response.**

**YES or NO** Student's name, picture and/or curriculum related work

Family Last Name: \_\_\_\_\_  
(Please Print)

Parent/Guardian Signature: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_



## 2018 - 19 BIKE/WALK PERMISSION SLIP

I give my child(ren) permission to ride their **bike** to and from school.

- Yes**, I give my child(ren) listed below permission to ride his/her **bike** to and from school.

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

I give my child(ren) permission to **walk** to and from school.

- Yes**, I give my child(ren) listed below permission to **walk** to and from school.

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

### Signature Required

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

Date \_\_\_\_\_







MR. JEFF WEISS, ED.D  
DISTRICT ADMINISTRATOR

MS. GENA SANTHARAM  
PRINCIPAL/DIRECTOR OF PUPIL SERVICES

## Military Questionnaire

### New information needed from the Department of Instruction

Parent in Military is a student characteristic indicating the student has a parent or guardian who is a member of the armed forces on active duty, serves full-time National Guard duty, or is a traditional member of the National Guard or Reserve.

Please answer Yes or No to the following questions:

- |   |        |
|---|--------|
| 1. Is either parent or guardian on active duty in the military?   | Yes No |
| 2. Is either parent or guardian a traditional member of the Guard or Reserve?   | Yes No |
| 3. Is either parent or guardian a member of the Active Guard/Reserve (AGR) under Title 10 or full time National Guard under Title 32? | Yes No |

\_\_\_\_\_  
Family Name

\_\_\_\_\_  
Date



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PRINCIPAL/DIRECTOR OF PUPIL SERVICES

**CURRENT YEAR 8TH GRADERS**

Parents/Guardians of this year's 8th graders: Please read the following information, sign and date the bottom, and return to the school office by the first day of school.

Signature below authorizes the Richmond School District to release to the Arrowhead Union High School District standardized assessment and other achievement data on my child as it becomes available during the 8th grade year, for programmatic and planning purposes.

Student's Name \_\_\_\_\_ Graduation Year \_\_\_\_\_

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

Date \_\_\_\_\_

## **Student Chromebook Expectations Richmond School**

I, \_\_\_\_\_, the student, agree to the following rules for using computers and the Internet at school:

1) Use of the school's chromebook and Internet is a privilege not a right. If I misuse either I will lose that privilege. Chromebooks are cataloged by student name and corresponding serial number. I understand that I am responsible for my assigned chromebook while I am a student at Richmond School. I will inspect my Chromebook and immediately report any damage I observe or detect upon initial receipt.

2) I will follow all teacher directions and established procedures when chromebooks are being used. This includes carrying chromebooks properly and not eating/drinking when using them.

3) I will use the school chromebooks and Internet for the purpose of education and for working on approved school assignments only. I understand that using the chromebooks for personal use is not permitted.

4) I will keep all other technology (cell phones, iPads, iPods, etc.) in my locker for the entire school day. The only technology I will bring into classrooms is my school chromebook (unless directed otherwise by my teacher).

5) I will not use the chromebooks to listen to music unless it is part of an assigned project. I will not import music unless directed to by a teacher for use in an educational project. I will abide by all copyright laws when doing this for an educational project.

6) I will only use the school chromebook and Internet if there are teachers present supervising me. I understand that unsupervised use is not permitted.

7) If another student uses my chromebook, I understand I am still responsible for any repair costs resulting from that use.

8) I will use the school chromebooks (software and hardware) and the Internet respectfully. I will handle all equipment with care and will not attempt to damage any software or hardware.

9) I will never give out my full name, my home address or telephone number, or my school name, address or telephone number, to anyone else online without my school's permission.

10) If I have a technical problem with the chromebook or the Internet, I will immediately inform my teachers and ask for their help.

11) I understand that I am not responsible for what other people say and do on the Internet; therefore, if someone else online says or does something offensive or disturbing, or if I see images on a website that make me feel upset or disturbed in any way, I will tell my teacher immediately. I will not respond to any messages that make me feel upset, angry or scared. I will not share the offensive or disturbing messages with other students.

12) I will not participate in any unacceptable use of the school network. Unacceptable use of the network at school means using the chromebook, the Internet or the school servers to:

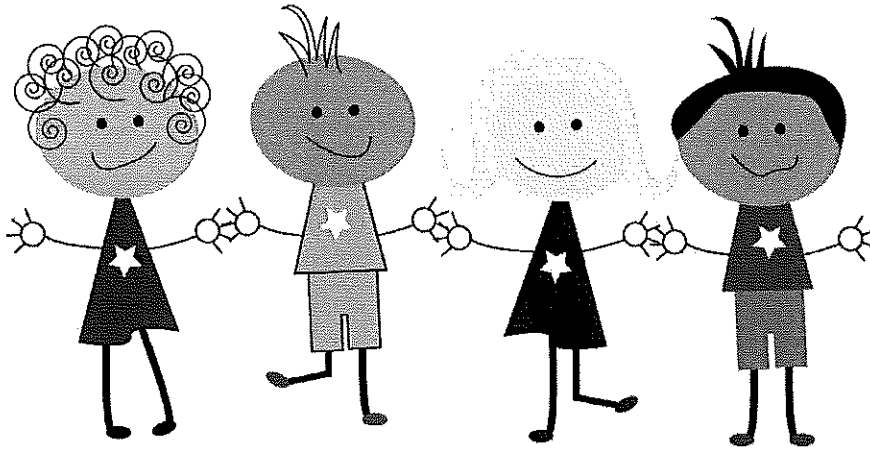
- a) Promote any illegal activity or to participate in illegal activity.
- b) Bully or harass others.
- c) Commit copyright violations, such as illegal copying of music files, movies, pictures, or software.  
This includes copying and pasting copyrighted material into class assignments.
- d) Transmit obscene, hateful, or threatening communications.
- e) Communicate or publish inaccurate, defamatory or racially offensive materials.
- f) Invade someone else's private computer files or read their email.
- g) Impersonate others online.
- h) Play electronic games unless authorized by a teacher.
- i) Download, install, or modify apps without teacher permission or approval.
- j) Knowingly upload or download any virus.
- k) Attempt to bypass any school-imposed restrictions on chromebook equipment or access to the District's network. For example, trying to figure out a password of another chromebook user or trespassing in another's files or work.
- l) Transmit via email any unsolicited advertising, promotional materials, "junk mail", "spam", "chain letters", "pyramid schemes", or any other form of email solicitation.
- m) Promote or provide instructional information about illegal activities, promote physical harm or injury against any group or individual, or promote any act of cruelty to animals. This may include, but is not limited to, providing instructions on how to assemble bombs and other weapons, where to obtain bombs or other weapons.
- n) Engage in commercial activities online such as buying or selling things, without permission from my teachers.
- o) View and/or download or upload pornographic pictures or stories.
- p) Send in someone else's email address to a "Crush" or "Secret Admirer" website, or to any website collecting other people's email addresses for any purpose whatsoever.
- q) Invade, damage, or deface other people's chromebooks, Internet connections, or websites.

13) I understand that my family could be held financially liable for any damage I cause to chromebooks at school. Any violation of the District's Policy will result in student discipline in accordance with the applicable Code of Conduct and Acceptable Use Policies.

Print Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Sign Your Name: \_\_\_\_\_

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



## Calling all Babysitters!

If you are interested in being listed in the Richmond Directory for babysitting, please complete this form and return it to the school office during registration.

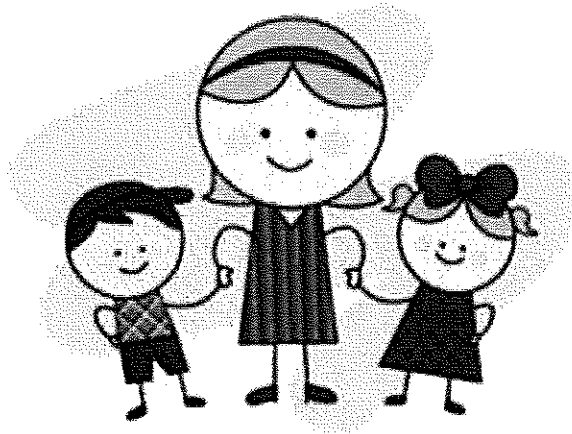
Name \_\_\_\_\_

Grade \_\_\_\_\_ Phone # \_\_\_\_\_

Subdivision you live in or Road you live on \_\_\_\_\_

Are you Red Cross Certified? ( Y / N ) \_\_\_\_\_  
(or certified by some other organization - please list)

Parent Signature \_\_\_\_\_





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### 2018-2019 APPLICATION FOR LONG-TERM ALTERNATE BUS TRANSPORTATION

Requested new location can only be an existing drop off/pick up location and the bus route must be less than 90% capacity.

Parent/Guardian Name: \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Child(ren) names \_\_\_\_\_ Grade \_\_\_\_\_

Child(ren) names \_\_\_\_\_ Grade \_\_\_\_\_

Child(ren) names \_\_\_\_\_ Grade \_\_\_\_\_

Child(ren) names \_\_\_\_\_ Grade \_\_\_\_\_

Assigned bus route # \_\_\_\_\_ Requested bus route # \_\_\_\_\_

New location information

Provider's name: \_\_\_\_\_

Address \_\_\_\_\_

The days that I need this service:

AM: Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_

PM: Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

I hear by petition Richmond School Administration to allow my child(ren) the above changes to their transportation. Please note: Children CAN ONLY ride their assigned bus route until form is approved.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

- Approved
- Denied – MUST RIDE ASSIGNED BUS ROUTE

\_\_\_\_\_  
District Administrator's Signature

\_\_\_\_\_  
Date

# 2018-19 Richmond Household Application for Free & Reduced Meals Form

To determine eligibility to qualify for free or reduced meals, please complete this household application for free and reduced meals form and return to Richmond School's front office desk.

- 1. Select the total number of people in your household.** Be sure to include all children and adults, related and unrelated, that live in a single dwelling and share income and expenses.
- 2. Select the box that represents the range of annual household income.** Make sure to include all of the following income sources: work, welfare, child support, alimony, pensions, retirement, Social Security, SSI, VA benefits, child income and/or all other income. The amount should be before any deductions for taxes, insurance, medical expenses, child support, etc.

1. Total No. of people in household	2. Select the appropriate range of combined annual income for all people in the household <i>(Include all income sources listed above, before taxes.)</i>		
<input type="checkbox"/> 1	<input type="checkbox"/> \$0 - \$15,678	<input type="checkbox"/> \$15,679 - \$22,311	<input type="checkbox"/> At or Above \$22,312
<input type="checkbox"/> 2	<input type="checkbox"/> \$0 - \$21,112	<input type="checkbox"/> \$21,113 - \$30,044	<input type="checkbox"/> At or Above \$30,045
<input type="checkbox"/> 3	<input type="checkbox"/> \$0 - \$26,546	<input type="checkbox"/> \$26,547 - \$37,777	<input type="checkbox"/> At or Above \$37,778
<input type="checkbox"/> 4	<input type="checkbox"/> \$0 - \$31,980	<input type="checkbox"/> \$31,981 - \$45,510	<input type="checkbox"/> At or Above \$45,511
<input type="checkbox"/> 5	<input type="checkbox"/> \$0 - \$37,414	<input type="checkbox"/> \$37,415 - \$53,243	<input type="checkbox"/> At or Above \$53,244
<input type="checkbox"/> 6	<input type="checkbox"/> \$0 - \$42,848	<input type="checkbox"/> \$42,849 - \$60,976	<input type="checkbox"/> At or Above \$60,977
<input type="checkbox"/> 7	<input type="checkbox"/> \$0 - \$48,282	<input type="checkbox"/> \$48,283 - \$68,709	<input type="checkbox"/> At or Above \$68,710
<input type="checkbox"/> 8	<input type="checkbox"/> \$0 - \$53,716	<input type="checkbox"/> \$53,717 - \$76,442	<input type="checkbox"/> At or Above \$76,443
<input type="checkbox"/> 9	<input type="checkbox"/> \$0 - \$59,150	<input type="checkbox"/> \$59,151 - \$84,175	<input type="checkbox"/> At or Above \$84,176
<input type="checkbox"/> 10	<input type="checkbox"/> \$0 - \$64,584	<input type="checkbox"/> \$64,585 - \$91,908	<input type="checkbox"/> At or Above \$91,909
<input type="checkbox"/> 11	<input type="checkbox"/> \$0 - \$70,018	<input type="checkbox"/> \$70,019 - \$99,641	<input type="checkbox"/> At or Above \$99,642
<input type="checkbox"/> 12	<input type="checkbox"/> \$0 - \$75,452	<input type="checkbox"/> \$75,453 - \$107,374	<input type="checkbox"/> At or Above \$107,375
If household size is more than 12, list the household size and total annual income below.			
<input type="checkbox"/> Size: _____	<input type="checkbox"/> Income: _____		

Do any household members (including you) currently participate in any of the following assistance programs: FoodShare, W-2 Cash Benefits or FDPIR?  Yes/  No

Case # \_\_\_\_\_ Program Name \_\_\_\_\_

(Over →)

List all members of the household. If any child you are applying for is a foster child; homeless, migrant, runaway; or attends Head Start, please check the appropriate box.

First Name	Last Name	Grade Level	School Child Attends (if applicable)	Foster	Homeless, Migrant, Runaway	Head Start

**Contact information and adult signature**

"I certify (promise) that all information on this application is true and that all income is reported."

\_\_\_\_\_  
Name of Adult Completing the Form (printed)

\_\_\_\_\_  
Signature Today's Date

\_\_\_\_\_  
Street Address (if available), Apt # City State Zip Code

( ) \_\_\_\_\_  
Daytime Phone Email (optional)

<p><b>CHECKLIST</b></p> <p><input type="checkbox"/> Have you included all of your children as household members?</p> <p><input type="checkbox"/> Are <i>both</i> the household size and total household income range boxes checked?</p> <p><input type="checkbox"/> Have you signed the form?</p>
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