

State of Arizona Department of Education Office of English Language Acquisition Services

Primary Home Language Other Than English (PHLOTE) Home Language Survey

(Effective April 4, 2011)

These questions are in compliance with Arizona Administrative Code, R7-2-306(B)(1), (2)(a-c).

Responses to these statements will be used to determine whether the student will be assessed for English Language Proficiency.

1. What is the primary language used in the home regardless of the language				
spoken by the student?				
2. What is the language most often spoken by the student?				
3. What is the language that the student first acquired?				
Student Name Student ID				
Date of Birth	SAIS ID			
Parent/Guardian Signature	Date			
District or Charter Akimel O'Otham Pee Posh C	harter			
School Blackwater Community School				
Please provide a copy of the Home Language Survey to the ELL Coord				

1535 West Jefferson Street, Phoenix, Arizona 85007 • 602-542-0753 • www.azed.gov/oelas

In SAIS, please indicate the student's home or primary language.



Arizona Department of Education Arizona Residency Guidelines

REVISED 5/21/2019

INTRODUCTION

Local educational agencies are required to provide all children who reside within the school district with equal access to public education at the elementary and secondary level. The U.S. Supreme Court held in *Plyer v. Doe*, 457 U.S. 202 (1982), that the undocumented or non-citizen status of a student (or his or her parent/guardian) is irrelevant to that student's entitlement to an elementary and secondary public education. However, pursuant to A.R.S. § 15-823, a school district or charter school may not include non-Arizona-resident pupils in their student count and may not obtain state aid for those pupils.

In Arizona, the "district of residence" of a student is determined by the residency of the parent or guardian with whom the student lives. In some cases, the district of residence may also be determined by the residency of a relative who is seeking legal guardianship or custody of a student. A.R.S. § 15-821(D). In addition, if a school district governing board determines that a student's "physical, mental, moral or emotional health is best served by placement with a grandparent, brother, sister, stepbrother, stepsister, aunt or uncle who is a resident within the school district," and the placement with that relative is not "solely for the purpose of obtaining an education in this state without payment of tuition," the student is considered a resident of the district. A.R.S. § 15-823(C).

Accordingly, it is the responsibility of the school districts and charter schools that receive state aid to ensure that student/parent residency information is accurate and verifiable. While a district may restrict attendance to district residents based on available classroom space, inquiring into students' citizenship or immigration status, or that of their parents or guardians, is not relevant to establishing residency within the district. A school district or charter school may not bar a student from enrolling because he or she lacks a birth certificate or has records indicating a foreign place of birth, such as a foreign birth certificate.³

The Arizona Department of Education may audit schools to ensure that only Arizona resident students are reported for state aid. Any school district or charter school that cannot demonstrate the accuracy of any student's residency through documents provided by the parent/guardian may be required to repay the state aid received for that student. The following are examples of verifiable documentation parents may provide to demonstrate that they reside in a district.

VERIFIABLE DOCUMENTATION

A.R.S. § 15-802(B) requires school districts and charter schools to obtain and maintain verifiable documentation of Arizona residency upon enrollment in an Arizona public school. This document is designed to assist school districts and charter schools in meeting the legal requirements of the statute.

The documentation required by A.R.S. § 15-802 must be provided at initial enrollment of a student in a school district or charter school in this state and reaffirmed, although not necessarily recollected, during the

¹ See also Martinez v. Bynum, 461 U.S. 321 (1983).

² Pursuant to A.R.S. § 15-816 and A.R.S. § 15-816.01, Arizona's mandatory open enrollment policies allow a student to apply for admission and transfer to any public school of his or her choice, based on available classroom space, even if it is outside of the student's district of residence. There are two basic types of open enrollment policies: 1) Intra-district: Students transfer to another school within the resident school district, or 2) Inter-district: Students transfer to a school outside of their resident district.

³ For more information, please read https://www2.ed.gov/about/offices/list/ocr/letters/colleague-201405.pdf.

district or charter's annual registration process. This process will vary by the school, school district, or charter school (i.e. an annual form asking parents to confirm address).

Every school district or charter school is required,⁴ within 30 days of enrollment, to obtain a certified copy of a pupil's birth certificate or other reliable proof of the pupil's identity and age,⁵ or a letter from the authorized representative of an agency having custody of the pupil pursuant to title 8, chapter 2 certifying that the pupil has been placed in the custody of the agency as prescribed by law. A school district or charter school MAY seek photo identification from the person enrolling a student to ensure that the adult is entitled to enroll the student in school, as long such a requirement does NOT unlawfully bar a student from enrolling in school.⁶

In case of an ADE Audit, the school, school district or charter school will be asked what process is used and what documentation is obtained via this process. If the student's residence has not changed, an affirmation (via a checkbox) that the previously provided proof of residency remains accurate should be sufficient. The documentation supporting Arizona residency should be maintained according to the school's records retention schedule.

For members of the armed services, a school may enroll a student if the parent provides a hard-copy or electronic document of their transfer or pending transfer to a military installation within the state. The parent must provide official documentation of residency within ten days after the arrival date which may include a temporary on-base billeting facility as their address. **PROOF OF RESIDENCY IS NOT REQUIRED FOR HOMELESS STUDENTS.** 42 U.S.C.§ 11 432(g)(3)(C)(i).

In general, students will fall into one of two groups: (1) those whose parent or legal guardian is able to provide documentation bearing his or her name and address; and (2) those whose parent or legal guardian cannot document his or her own residence because of extenuating circumstances including, but not limited to, that the family's household is multi-generational. Different documentation is required for each circumstance.

- 1. Parent(s) or legal guardian(s) that maintains his or her own residence: The parent or legal guardian must complete and sign a form indicating his or her name, the name of the school district, school site, or charter school in which the student is being enrolled, and provide one of the following documents, which bear the parent or legal guardian's full name and residential address or physical description of the property where the student resides (no P.O. Boxes):
 - Valid Arizona driver's license, Arizona identification card
 - Valid Arizona motor vehicle registration
 - Valid Arizona Address Confidentiality Program authorization card
 - Property deed/Mortgage documents
 - Property tax bill
 - Rental agreement or lease (including Section 8 agreement or off-base military housing)
 - Utility bill (water, electric, gas, cable, phone)
 - Bank or credit card statement
 - W-2 wage statement
 - Payroll stub

⁵ Other proof of the pupil's identity/age includes: pupil's baptismal certificate, an application for social security number or original school registration records and an affidavit explaining inability to provide a copy of the birth certificate, A.R.S. § 15-828 (A)(1)-(3).

⁴ A.R.S. §15-828.

⁶ For more information, please read U.S. DOJ Civil Rights Division "Fact Sheet: Information on the Rights of All Children to Enroll in School", https://www.justice.gov/sites/default/files/crt/legacy/2014/05/08/plylerfact.pdf.

⁷ Per A.R.S. §15-824 (C), "Homeless student" means a pupil who has a primary residence that is: (1) A supervised publicly or privately operated shelter designed to provide temporary living accommodations; (2) An institution that provides a temporary residence for individuals intended to be institutionalize or; (3) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

- Certificate of tribal enrollment (506 Form) or other identification issued by a recognized Indian tribe located in Arizona
- Other documentation from a state, tribal, or federal agency (Social Security Administration, Veterans' Administration, Arizona Department of Economic Security, etc.)
- Temporary on-base billeting facility (for military families)
- *A model Arizona Residency Documentation Form is available for schools at the end of this document.
 - 2. Parent(s) or legal guardian(s) that does not maintain his or her own residence: The parent or legal guardian must have an affidavit of shared residency form completed indicating his or her name, the name of the school district, school site, or charter school in which the student is being enrolled, and submit a signed, notarized affidavit for the person who maintains the residence where the student lives attesting to the fact that the student resides at that address, along with a document from the bulleted list bearing the name and address of the person who maintains the residence.
- *A model Affidavit of Shared Residence form is available for schools at the end of this document.

USE OF AND RETENTION OF DOCUMENTS BY SCHOOLS

School officials must **retain a copy** of the attestations or affidavits and copies of any supporting documentation presented for each student (photocopies acceptable) that school officials believe establish validity. Documents presented may be different in each circumstance, and unique to the living situation of the student. Documents retained by the school district or charter school may be used as an indication of residency; however, documentation is subject to audit by the Department.

Personally identifiable information other than name and address (SSN, account numbers, etc.) should be redacted from the documentation either by the parent/guardian or the school official prior to filing. MOST INFORMATION PROVIDED BY PARENTS AND GUARDIANS TO ARIZONA PUBLIC SCHOOLS IS AN EDUCATIONAL RECORD MADE CONFIDENTIAL UNDER THE FEDERAL EDUCATIONAL RIGHTS AND PRIVACY ACT AND ARIZONA LAW UNLESS DESIGNATED BY THE SCHOOL AS DIRECTORY INFORMATION. A PARENT OR GUARDIAN MAY OPT OUT OF DIRECTORY INFORMATION IN ACCORDANCE WITH DISTRICT POLICY. OTHERWISE, EDUCATIONAL RECORDS ARE ONLY USED FOR LEGITIMATE EDUCATIONAL PURPOSES.

This Form Must be Completed as a Requirement of Enrollment

Arizona Department of Education Arizona Residency Documentation Form

in or

Student		School Blackwater Community School
School District or Charter H	older Akimel O'Otham F	Pee Posh Charter School
Parent/Legal Guardian		
_	copy of the following do	that I am a resident of the State of Arizona and submit ocument that displays my name and residential address of tresides:
Valid Arizona Addi Real estate deed or Property tax bill Residential lease or Water, electric, gas Bank or credit card W-2 wage statemer Payroll stub Certificate of tribal Indian tribe in Arizo Documentation from Administration, Vet Temporary on-base I am currently una original affidavit si	ress Confidentiality Programortgage documents rental agreement , cable, or phone bill statement at enrollment (506 Form) or ona m a state, tribal or federal eran's Administration, Ar billeting facility (for mili	r other identification issued by a recognized government agency (Social Security rizona Department of Economic Security) itary families) e foregoing documents. Therefore, I have provided an n Arizona resident who attests that I have established
Signature of Parent/Legal G	 uardian	Date

^{*}For members of the armed services, the provision of verifiable documentation does not serve as a declaration of official residency for income tax or other legal purposes. Armed service members may utilize a temporary on-base billeting facility as the address for proof of residency.

This Form Must be Completed as a Requirement of Enrollment

State of Arizona Affidavit of Shared Residence

Student Name:
Parent/Legal Guardian Name:
School Name: Blackwater Community School
School District or Charter Holder: Akimel O'Otham Pee Posh Charter School
Name of Arizona Resident:
I, (resident name) swear or affirm that I am a resident of the State of Arizona and that the persons listed below reside with me at my residence, described as follows:
Persons who reside with me:
Location of my residence:
I submit in support of this attestation a copy of the following document that displays my name and current residence address or physical description of my property:
Printed Name of Affiant:
Signature of Affiant:

Acknowledgement

State of Arizona County of	
The foregoing was acknowledged before me this By	day of, 20 ,
My Commission Expires:	Notary Public

Blackwater Community School Akimel O'Otham Pee Posh Charter School "Quality Education Begins Here"



Language Development: Restoration & Enhancement Program Parental Notification and Consent Form SY 2023/2024

As defined and regulated under the Indian School Equalization Program (ISEP), Blackwater Community School's Language Development Program supports the reintroduction of the Akimel O'odam language and culture hroughout the school. All students in grades preschool through fifth grade are eligible for services. The Culture Language Program is integrated into all classes as a weekly special.		
I,, parent/guardian of grant Blackwater Community School permission to i Language Development Program.	nclude my child in the	
Parent/Guardian Signature	Date	
Teacher's Signature	Date	

DOUBLE SIDED DOCUMENT

Blackwater Community School

"Quality Education Begins Here"

STUDENT SERVICES QUESTIONNAIRE

Student Name:	Grade:	
1. Did your child receive any special help at	his/her last school?	
 □ Special Education □ Help to improve behavior □ ELL Services □ Counseling 	 ☐ Help to improve attendance ☐ 504 Accommodations ☐ Homeless Services ☐ Tutoring 	
□ Other:		
2. Has your child ever been retained (held be	ack)?	
☐ Yes ☐ No If yes , what grade?		
3. Has your child ever been expelled?		
☐ Yes ☐ No If yes , for what reason	n?	
What School?		
Is the expulsion cleared? $\ \square$ Yes $\ \square$ N	0	
4. Do you and your student live in a fixed, regular, adequate nighttime residence		
□ Yes □ No		
(If you circled "Yes", stop here. If you circle	d "NO", please continue with this form.)	
5. Where is your child/family currently living This information will be used to determine if yassistance under the McKinney-Vento Act.		
 □ In a single family residence □ With more than one family in a house □ In a shelter or transitional housing pro □ In a motel, car or campsite □ In a foster care placement □ Other: 	or apartment due to economic hardship ogram	
Parent/Guardian Signature	Date	

Thank you for taking the time to fill out this form. We look forward to working with you to help your child be successful in school!

Blackwater Community School SY 2023- 2024

in

<u>Unif</u>	orm Agreement		
Stud	ent Name		Grade
COM	PLIANCE PROCEDUR	ES:	
unifo		be a teacher/student conference cation on non-compliance will be s classroom teacher.	•
		atory parent meeting will be schence to the uniform policy.	eduled to develop a written plan
Third	d Offense: The issue	will be handled according to the	school discipline policy.
•	equences. If you h	agreeing to the Dress Code ave any questions please fee	·
Parer	nt Signature		
Stude	ent Signature		
Teac	her Signature		· · · · · · · · · · · · · · · · · · ·
Offi	ce Use:		
	First Offense	Date:	
	Second Offense	Date:	
	Third Offense	Date:	

Blackwater Community School

SY 2023-2024

INSTRUCTIONAL COMPUTING SERVICES EQUIPMENT CHECK-OUT AGREEMENT

Blackwater Community School's Instructional Computing Services Equipment (Laptop, IPad & other mobile computing devices) Loaner program is designed to provide access to technology tools for educational purposes only. The loaner laptop (or any other such computing device) is to be used for school related purposes only and will be returned by the end of the agreed-upon check-out period. The duration of such check-out may vary from an hour to a full instructional day. Students

- 1. The attached form must be signed by the student and parent/guardian of minor students before a laptop will be issued.
- 2. The recipient shall immediately report theft or damage of any kind to the loaner laptop to his/her teacher.
- 3. The computer and its settings are not to be changed or altered. The borrower shall be responsible for damage determined by the school to have been caused by abnormal wear and tear of the equipment caused by the borrower through overt action and/or negligence. Charges will be made to the borrower for repair and restoration of the equipment at the prevailing rates for such damage. Maintenance is not to be performed by the Borrower at any time.
- Borrower agrees that the loaned equipment will remain with the borrower and will not be loaned, assigned, transferred, sold, or otherwise disposed of during the period of this agreement.
- 5. The usage of this device is strictly for educational purposes only and the equipment must stay within the assigned classroom of the student.

student Name:			Grad	e Levei:	
By signing the form below	v, the student	and/or the parent/guardi	an agree to:		
(b) Receive, authoriz(c) Verify the Serial/ receive a copy of	e, and take ful Barcode Numb this form whe	e conditions of the Studer I responsibility for the use per on the equipment pro- n the laptop is issued to the ration of the equipment in	e of the lapto vided (Stude he student)	p by the student nt/parent/guardian w	ill
Stude	nt Signature			Date	-
Parent/Guardian Signa	nture	(Parent/Guardian Printe	 d Name)	 Date	
Device Brand & Model #:		Asset Tag#:		Serial #:	
cciie Date.	Return Da	to·	reived hv:		

Photo & Activity Agreement Form

Student Name:	
Photography and videography are important tools used activities, accomplishment, growth, and to boost confid arise where photography and/or videography will be us below what permissions are granted to Blackwater Cor	ence. Throughout the year, occasions will sed for such purposes. Please indicate
I give permission for my child to: (Initial all that app	oly)
To be photographed for the Big News	(School newsletter)
To be photographed and/or video reco	orded on fieldtrips
To be photographed for yearbook purp	ooses
To be photographed and/or video reco	orded for our school website
	ies, Guest speakers, Water days, etc. Please
Ballpark during school hours.	
Parent/Guardian Signature:	Date:
Student Signature:	Date:
Teacher Signature:	Date:
Principal Signature:	Date:



Ways for Parents/Guardians to get involved at school



Blackwater Community School encourages all parents and guardians to engage in school sponsored events and activities. Following are a few of the committees that you are welcome to sign up for:

- 1. **Parent Advisory Committee (PAC)** This committee primarily is responsible to advise the school administration to ensure our school meets the needs of all Native children enrolled in our school. This committee meets at minimum twice a year.
- 2. Title I Parental Engagement Committee- Our school is eligible and receives Title I Program funding for our students. Administration would like to form a committee including parents/guardians and school employees to help suggest various ways to engage parents/guardians in the education of their children. This committee meets at minimum twice a year.
- 3. **Family Involvement Action Team Committee (FIAT)** This committee is comprised of parents/guardians and school employees to plan and execute various events in and outside of the school. For example: monthly family literacy night events, fall festival, book fairs, and other activities that promote literacy in our community.
- 4. **Fifth Grade Promotion Committee** The primary responsibility of this committee is to plan, organize, and execute two main events namely the End of Year Special Dinner for fifth grade students and the Fifth Grade Promotion Ceremony usually hosted at the District 1 Service Center.

	Parent Advisory Committee (PAC)
	Title 1 Parental Engagement Committee
	Family Involvement Action Committee (FIAT)
	Fifth Grade Promotion Committee
Name (Ple	ease Print)
Phone(s)_	

Handbook Policy Form

Student Name: I have received and read the Parent Handbook and agree to abide by its provisions. I understand that this handbook supersedes all previous handbooks. I understand that this handbook is presented as a matter of information only and is a summary of the official policy manual adopted by the School Board of Trustees. I understand that the School Board of Trustees may adopt changes to the policies at any time. If any changes are made, updates to this handbook will follow. Check each of the following boxes to indicate that you have read and understand the policy: I have read the Policy for Truancy (Page 11) I have read the Policies Regarding Drug, Alcohol, and Tobacco Use (Page 14) _____I have read the Dress Code Policy (Pages 15-16) _____I have read the Policy for Cell Phones & Personal Electronic Devices (Page 16) ____I have read the policy for Weapons in School (Page 17) I have read the Anti-bullying Pledge (Page 18-20) I have read the Pick Up/ Drop Off Policy and I understand that I must follow the guidelines set for Bus Note Requests (Page 22) I have read the Field Trip Policy (Page 22-23) ____I have read the Library Policy (Page 23) I have read the Internet Guidelines for User Accounts (Page 26) I have read the School Compact Agreement (Page 38) Parent/Guardian Signature: ______ Date: _____ Student Signature: _____ Date: _____ Teacher Signature: _____ Date: _____

Blackwater Community School Akimel O'Otham Pee Posh Charter School "Quality Education Begins Here"

3652 E. Blackwater School Rd., Coolidge AZ, 85128 Phone: (520) 215-5859 Fax: (520) 215-5862



Request for Student Records SY 2023/2024

	Students Name:
	Date of Birth:
	Arizona SAIS#:
	Enrolled in Grade:
	Last School Attended:
	School Address:
	Parent/ Guardian Signature:
	Please Include:
1.	Date of Withdrawal
2.	Medical and Immunization Records
3.	All Assessment Results
4.	Psychological Reports
5.	Academic Progress Reports
6.	Any Discipline/Behavioral Documentation
7.	Other pertinent information regarding the health, welfare and educational progress of the
	student.
	Student Records Blackwater Community School 1 st Request 2 nd Request

ED 506 Form Indian Student Eligibility Certification Form for Title VI Indian Education Formula Grant Program

Parent/Guardian: This form serves as the official record of the eligibility determination for each individual child included in the student count for the Title VI Indian Education Formula Grant Program. If you choose to submit a form, your child could be counted for funding under the program. The grantee receives the grant funds based on the number of eligible forms counted during the established count period. You are not required to complete or submit this form unless you wish for your child(ren) to be included in the Indian student count. This form should be kept on file with the grant applicant and will not need to be completed every year. Where applicable, the information contained in this form may be released with your prior written consent or the prior written consent of an eligible student (aged 18 or over), or if otherwise authorized by law, if doing so would be permissible under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and any applicable state or local confidentiality requirements.

Student Information		
Name of the Child	Date of Birth	Grade level
Name of School	School District	
Tribal Membership		
The individual with Tribal membership is the (sele	ect only one):childchild's	s parentchild's grandparent
If the individual with Tribal membership is not the tribal membership:		ridual (parent/grandparent) with
Name <u>and</u> address of Tribe or Band that maintains above:	updated and accurate membership	data for the individual listed
Name	Address	
CityState _	Zip Code	
The Tribe or Band is (select only one):	roup that received a grant under the	e Indian Education Act of 1988 as it was
Proof of membership in Tribe or Band listed above o Membership or enrollment number estab o Other evidence establishing membership	lishing membership (if readily ava	
Membership or enrollment number establishing me in the Tribe listed above (describe and attach).		
Attestation Statement I verify that the information provided above is true	e and correct to the best of my know	wledge and belief.
Printed Name of Parent/Guardian	Signature	·
Address Cit	ySta	iteZip Code

Email

Date ____

Phone Number

For Parent/Guardians:

Definitions:

Indian means an individual who is (1) A member of an Indian Tribe or Band, as membership is defined by the Indian Tribe or Band, including any Tribe or Band terminated since 1940, and any Tribe or Band recognized by the State in which the Tribe or Band resides; (2) A descendant of a parent or grandparent who meets the requirements described in paragraph (1) of this definition; (3) Considered by the Secretary of the Interior to be an Indian for any purpose; (4) An Eskimo, Aleut, or other Alaska Native; or (5) A member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect on October 19, 1994.

Student Information: Write the name of the child, date of birth, grade level, name of school and school district. Only name one child per form.

Tribal Membership: Write the name of the individual with the tribal membership, if it is not the child listed. Only one name is needed for this section, even though multiple persons may have tribal membership. Select only one identifier: the child, child's parent or grandparent, for whom you can provide membership information.

Write the name and address of the organization that maintains updated and accurate membership data for such Tribe or Band of Indians. The name does not need to be the official name as it appears exactly on the Department of Interior's list of federally recognized Tribes, but the name must be recognizable and be of sufficient detail to permit verification of the eligibility of the Tribe. Check only one box indicated whether it is a Federally Recognized, State Recognized, Terminated Tribe or Organized Indian Group. Write the enrollment number establishing the membership for the child, parent or grandparent, if readily available, or other evidence of membership.

Attestation Statement: Provide the printed name of parent/guardian and signature, address, phone number and email of the parent or guardian of the child. The signature of the parent or guardian of the child verifies the accuracy of the information supplied.

Paperwork Burden Statement: According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0021. The time required to complete this portion of the information collection per type of respondent is estimated to average: 15 minutes per Indian student certification (ED 506) form; including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Office of Indian Education, U.S. Department of Education, 400 Maryland Avenue, S.W., LBJ/Room 3W238, Washington, D.C. 20202-6335

Blackwater Community School

Consent for School Counseling Services



Dear Parent/ Guardian,

BWCS is committed to providing quality education to our students. In an effort to achieve this goal; school staff and parent/guardians may refer students for counseling or students may request counseling. The aim of the school counseling services is to help students have more effective education and socialization within the school community. Possible school counseling topics are coping with changes, transitions, self-esteem, friendship, stress management, fears or worries, conflict resolution, social skills, etc... These services are offered to every student in a 1:1 or small group setting as needed. School counseling should not substitute psychological counseling and or medication which is provided by outside resources.

Please feel free to call or email with questions or concerns.

Lindsey Wicks, M.S., M.Ed.

School Counselor

Blackwater Community School

Akimel O'Otham Pee Posh Charter School

(520) 215-7902

Lindsey.Wicks@bwcs.k12.az.us

I give my student permission to parti	cipate in school c	ounseling services while attending BWCS.
I do not give my student permission	to participate in so	chool counseling services while attending
BWCS.		
Student Name:	Grade:	Teacher:
Parent/ Guardian Name:		
Parent/ Guardian Signature:		Date:
Preferred Phone/ Email:		