

## **NEW STUDENT REGISTRATION**

## **Welcome to the Kingston City School District**

New students are registered by appointment at the Administrative Building located at 21 Wynkoop Place, Kingston, New York, 12401. The Registrar's office is open from 9:00 a.m. to 3:00 p.m. during the school year and from 9:00 a.m. to 2:00 p.m. throughout the summer. Parents should obtain and complete a registration packet prior to scheduling an appointment. Packets are available at the Registrar's office, at each of our school buildings and on the school website **kingstoncityschools.org**. To schedule an appointment, please call 845-943-3011.

PLEASE NOTE

- 1. The parent/legal guardian must be present at the time of registration and first visit to school.
- 2. Once all paperwork is complete and the Registration process is finalized, the Registrar will forward the information to the attending school(s). The school(s) will contact you directly your child's start date.

## **Required Forms to Complete for Registration:**

- 1. Student Registration Form
- 2. Request for Records Form not applicable for kindergarten
- 3. Health Inventory Form
- 4. Immunization Form
- 5. Home Language Questionnaire Form

Questions or to schedule an appointment: Please call (845) 943-3011.

# INFORMATION ABOUT SPECIAL EDUCATION UPON ENTRY TO SCHOOL Chapter 434 of the Laws of 2014

Statute: Section 4402

Effective Date: July1, 2015

Summary:

This amendment requires school districts to notify every parent or person in parental relation of their rights regarding the referral and evaluation of their child for the purposes of special education services or programs. This notification shall be provided to the parents of all students in the district (with and without disabilities) upon their child's entry into public school. Districts may provide this information to parents by directing them to *A Parent's Guide to Special Education* on the New York State Education Department's (NYSED's) web site, provided that the district includes the name and contact information of the district's Committee on Special Education chairperson or other appropriate special education administrator. NYSED's *A Parent's Guide to Special Education* is available in both English and Spanish.

Statute: Chapter 434 of the Laws of 2014

Section 1. Section 4402 of the education law is amended by adding a new subdivision 8 to read as follows:

8. Upon their child's enrollment or attendance in a public school, such school shall notify every parent or person in parental relation of their rights regarding referral and evaluation of their child for the purposes of special education services or programs pursuant to applicable federal and state laws. Such notification may be provided by directing parents or persons in parental relation to obtain information located on the department's website relating to a parent's guide to special education in New York state for three children through twenty-one ages provided notification shall also contain the name and information for the chairperson of the school district's committee on special education or other individual who is charged with processing referrals to the committee in the district.

Beth Lewis-Jackson - 845-943-3061 Director of Special Education Services Kingston City School District blewis@kingstoncityschools.org

Student Name		,	School / Grade	
	Last	Fir	st	

Parent/Guardian Name

Phone #



All Students, All of the Time

**Dr. Paul J. Padalino**Superintendent of Schools

# CHECKLIST FOR KINDERGARTEN REGISTRATION The following documents are required for enrolling into the Kingston City School District

Immunization Reco	ard		
Prepared by a physic	cian or authorized bify the vaccines on trivations or proof	given and the	administers the immunizin dates of administration, ppointment with
Custody/Guardian biological parents	papers: Necessa	ary if the child	does not live with both
Parent or Guardian	photo identifica	ation: Driver's	s License, passport, state i
District Residency			
One of the following	residency proofs	must be prov	vided:
A. Owns home,	or		
	nt utility bill/tax o property/residen		atement – must have

#### B. Rents home, or

- 1. Lease agreement, must have name property/residence address
- 2. Parent's name must appear on lease
- 3. Most recent utility bill one only (electric, phone, water bill) must have

name and property/residence address

#### C. Affidavit of Property Owner/Landlord Form – Must be Notarized

- 1. To be completed by the landlord/property owner, in instances where there is no lease
- 2. If you are living with a relative, that person must complete the form and also provide you with a bill (electric, phone, water) showing their name and property/residence address
- \*\* The following will not be accepted as proof of residency: Driver's License, Checkbook, Rent Receipt, Car Insurance Cards, and Bank Statements.

#### \*\*CLASSIFIED - YES or NO

#### KINGSTON CITY SCHOOL DISTRICT PUPIL REGISTRATION FORM

DATE GRADE						
Student Name (First) (N	Gender Hispanic? Yes No					
Race (choose all that apply): Asian Black Native An	nerican/Native Alaskan Pacific Islander White					
Date of Birth Place of Birth (city, state)	Country (if not US)					
Pre K Experience Yes NO						
Has pupil ever attended school in this district: Yes	No					
If yes, which school Grade(s)						
Name of last school attended	Grades attended in previous school					
Address of school last attended						
Phone/Fax (circle one) (if known)	If high school: date entered 9 <sup>th</sup> grade					
For Immigrant Students and ESL (English as a second language  Date of US Entry: Date First						
These questions address the McKinney-Vento Act 42 U.S.C. 114  1. Is your current address a temporary living arrangement?   2. Is your temporary living arrangement due to loss of housing Where is the student presently living?  In a motel In a shelter With more than one family in In a place not designed for ordinary sleeping accommodation.	Yes No If "No" stop here. If "Yes" please continue: or economic hardship? Yes No					
PARENTS/GUARDIANS WITH WHOM CHILD(REN) RESIDE(	S)					
Home Phone Unli	sted? Yes No Contact Priority					
AddressCity	State Zip					
Mailing Address, if different						
Dominant Home Language						
Resident Type: Lease Own Rent Trailer Pa	k/Condo Unit 🔲 Unknown					
Proof of Residency: Mortgage Statement Property Tax Bill Real Estate Statement Utility Bill						
Lease Landlord Verification Form Other						

#### INFORMATION TO BE COMPLETED FOR PARENTS/GUARDIANS WHO LIVE IN THE SAME HOUSEHOLD AS THE CHILD(REN): Parent/Guardian Name \_\_\_\_ (Last) (First) (Middle) Relationship Legal custody? YES NO Cell Phone Contact Priority Work Phone Contact Priority Email Address Employer's Name Employer's Address (State/Zip) (City) Currently Serving Active Military Duty | YES | NO If yes, date enlisted: Date Exited: Parent/Guardian Name \_\_\_\_\_ (Last) (First) (Middle) Relationship Legal custody? YES NO Cell Phone\_\_\_\_\_ Contact Priority \_\_\_\_\_ Work Phone \_\_\_\_\_ Contact Priority Email Address\_\_\_\_\_\_ Employer's Name \_\_\_\_\_ Employer's Address \_\_\_\_\_ (State/Zip) (City) Currently Serving Active Military Duty YES NO If yes, date enlisted: Date Exited: INFORMATION TO BE COMPLETED FOR A PARENT/GUARDIAN WHO DOES NOT LIVE IN THE SAME HOUSEHOLD AS THE CHILD(REN): Name (First) (Middle) (Last) Relationship \_\_\_\_\_\_ Address Correspondence Yes No Address \_\_\_\_ (City) (State/Zip) Home Phone \_\_\_\_\_ Contact Priority \_\_\_\_ Contact Priority Cell Phone Work Phone \_\_\_\_\_ Contact Priority \_\_\_\_ Email Address Currently Serving Active Military Duty YES NO If yes, date enlisted: Date Exited:

## EMERGENCY CONTACT INFORMATION—OTHER THAN PARENT/GUARDIAN: Name\_\_\_\_\_\_ Gender\_\_\_\_\_ (First) (Middle) (Last) Resides in Same Household | Yes | No If different household: Address\_\_\_\_\_\_State\_\_\_\_\_Zip\_\_\_\_ Home Phone Cell Phone Work Phone \_\_\_\_\_ Relationship to Student Name Gender (First) (Middle) (Last) Resides in Same Household | Yes | No If different household: Address \_\_\_\_\_ City\_\_\_\_ State\_\_\_ Zip\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Relationship to Student OTHER CHILDREN WHO RESIDE IN HOUSEHOLD Children not yet enrolled in school: Name \_\_\_\_\_\_ DOB\_\_\_\_\_ Name DOB Name DOB Children enrolled in school: Name \_\_\_\_\_\_ DOB\_\_\_\_ SCHOOL\_ Name DOB SCHOOL Name \_\_\_\_\_\_ DOB\_\_\_\_\_ SCHOOL \_\_\_\_\_ Guardian Warnings? No Yes Explain \_\_\_\_\_ No Yes Explain \_\_\_\_\_ **Custody Papers?**

Information collected by (name of registrar):



#### STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234 Office of P-12

Lissette Colón-Collins, Assistant Commissioner Office of Bilingual Education and World Languages

55 Hanson Place, Room 594 Brooklyn, New York 11217 Tel: (718) 722-2445 / Fax: (718) 722-2459 89 Washington Avenue, Room 528EB Albany, New York 12234 (518) 474-8775 / Fax: (518) 474-7948

### Home Language Questionnaire (HLQ)

	1		$\overline{}$	=				
D	Dear Parent or Guardian:	<b>9</b> T II	Please wr JDENT NAME:		clearly	y when complet	ing thi	s section.
In	n order to provide your child with the	310	DENI NAME.					
	pest possible education, we need to	First	<u>.                                    </u>		1iddle	Last		
	letermine how well he or she				luuie	Lasi	2-110	
	Inderstands, speaks, reads and writes In English, as well as prior school and	DAI	TE OF BIRTH:				GENDE	
	personal history. Please complete the						☐ Male	=
se	ections below entitled Language	Mont			Day	Year	☐ Fem	
	Background and Educational History.	PAF	RENT/PERSC	N 11	N PAR	ENTAL RELATIO	n Info	):
	our assistance in answering these yuestions is greatly appreciated.							
	Thank you.		Last Nan	ne		First Name	<u></u>	Relation to
_	nank you.							Student
					Γ			
		Номе	LANGUAGE (	Сор	E L			
	L	angu	age Backg	irou	ınd			
		(Please	e check all that a					
	What language(s) is(are) spoken in the student's hor	me [	☐ English		Other			
0	or residence?						specify	
2. V	What was the first language your child learned?		⊒ English		Other			
							specify	
3. V	What is the Home Language of each parent/guardian	<u>√.</u> '	☐ Mother			☐ Fathe	ər	
		ŗ	☐ Guardian(s)		speci	;ify		specify
						specil	fy	
4. V	What language(s) does your child understand?	C	<b>□</b> English		Other			
5 V	IA/L-4 language(a) daga your shild enagk?				Other		specify	Tana not annak
J. v	What language(s) does your child speak?	_	☐ English	_	Utilei	specify		Does not speak
6. V	What language(s) does your child read?		☐ English		Other			Does not read
						specify		
7. What language(s) does your child write?			<b>□</b> English		Other		ם נ	Does not write
_						specify		
	THIS SECTION TO BE COMPLET	TED B	Y DISTRICT	N W	HICH	STUDENT IS REC	ISTER	ED:
	SCHOOL DISTRICT INFORMATION:				1	ENT ID NUMBER IN N'		
	SCHOOL DISTRICT INTORMATION.				INFORI	MATION SYSTEM:		
				- 1	1			

THIS SECTION TO BE COMPLETED BY DISTRICT IN WHICH STUDENT IS REGISTERED:					
SCHOOL DISTRICT INFORMATION:		STUDENT ID NUMBER IN NYS STUDENT INFORMATION SYSTEM:			
District Name (Number) & School	Address	_			

1 **ENGLISH** 

## Home Language Questionnaire (HLQ)—Page Two

Educational History							
8. Indicate the total number of years that your child has been enrolled in school							
9. Do you think your child may have any difficulties or conditions that affect his or her ability to understand, speak, read or write in English or any other language? If yes, please describe them.							
Yes* No Not sure							
How severe do you think these difficulties are? ☐ Minor ☐ Somewhat severe ☐ Very severe							
10a. Has your child ever been <u>referred</u> for a special education evaluation in the past?   No Yes* *Please complete 10b below							
10b. *If referred for an evaluation, has your child ever received any special education services in the past?  □ No □ Yes – Type of services received:							
Age at which services received (Please check all that apply):  □ Birth to 3 years (Early Intervention) □ 3 to 5 years (Special Education) □ 6 years or older (Special Education)							
10c. Does your child have an Individualized Education Program (IEP)? ☐ No ☐ Yes							
11. Is there anything else you think is important for the school to know about your child? (e.g., special talents, health concerns, etc.)							
42. In what law are a (a) would you like to receive information from the colorely							
12. In what language(s) would you like to receive information from the school?							
Month: Day: Year:							
Signature of Parent or of Person in Parental Relation Date							
Relationship to student:   Mother   Father   Other:							
OFFICIAL ENTRY ONLY - NAME/POSITION OF PERSONNEL ADMINISTERING HLQ  Name: Position:							
IF AN INTERPRETER IS PROVIDED, LIST NAME, POSITION AND CREDENTIALS:							
NAME/POSITION OF QUALIFIED PERSONNEL REVIEWING HLQ AND CONDUCTING INDIVIDUAL INTERVIEW  NAME:  Position:							
Oral Interview Necessary:   No Yes							
**DATE OF INDIVIDUAL  OUTCOME OF ADMINISTER NYSITELL							
INTERVIEW:    INDIVIDUAL   ENGLISH PROFICIENT   INTERVIEW:   REFER TO LANGUAGE PROFICIENCY TEAM							
NAME/POSITION OF QUALIFIED PERSONNEL ADMINISTERING NYSITELL							
Name: Position:							
Date of NYSITELL Administration:  Proficiency Level Achieved on  Entering Emerging Transitioning Expanding Ocidentes NYSITELL:							
Mo. Day yr.							
FOR STUDENTS WITH DISABILITIES, LIST ACCOMMODATIONS, IF ANY, ADMINISTERED IN ACCORDANCE WITH IEP PURSUANT TO CSE RECOMMENDATION:							

2 ENGLISH

# Kingston City School District HEALTH HISTORY for REGISTRATION & ATHLETES

Please complete in blue or black ink.

			case comp		D. G.C.	or brack mill	
Name:						DOB: Age:	Gender:
School:						Grade:	
Parent/Guardian:	•					Home Phone:	Date:
(person completing this form)					Cell Phone:		
Has your child ever:				YES	NO	If Yes, please explain and	include date:
Had an ongoing medi	cal con	dition	/medical specialist				
Had allergies:						□food □environmental □insect l	$\square$ medication $\square$ othe
Been hospitalization/	Had an	opera	ition				
Had an injury requirir							
Missed 5 days of scho	ool in a	row d	ue to illness/injury				
Had a bone/muscle ir	• •						
Passed out, had a cor		or se	rious head injury				
Had a convulsion/seiz							
Had a vision problem						☐ glasses ☐ contacts	
Had a hearing proble						☐ hearing aid ☐ cochlear im	plant
Worn dental bridge, k	oraces o	or mou	uthpiece				
Cardiac History:				YES	NO	If Yes, please spe	ecify:
Has anyone in your in			•				
cardiac history such a							
death under the age		_					
beat, pacemaker, car	•	patny	, structural defects,				
genetic heart defects			. h. a a while a a ha				
Has your student had symptoms during or a	-	-		"			
symptoms during or a	arter ex	CICISC	, rainting				
CHECK ALL THAT APPLY TO	O YOUR	CHILD:					
□ ADHD			☐ GI Condit		-	•	
☐ Asthma/trouble bre ☐ Autism/Asperger	eatning		☐ Headache ☐ Heart Cor		aines	☐ Single Organ (☐kio☐ Skin Condition	iney, Litesticie)
☐ Dental Injuries			☐ Heart Cor		ıre	☐ Speech Condition	
□ Diabetes			☐ Mental H				
☐ Ear Infections			(depressio		disorde	•	
	_		OCD, ODD,	, etc.)			
JRRENT MEDICATIONS	YES	NO		P	lease	list name, dose, time(s)	
Given at school							
Taken at home							
ASSISTIVE EQUIPMENT	YES	NO			Pleas	se check all that apply	
uring or outside of school			□crutches □walk	ker □\	wheeld	chair 🗆 other:	
TREATMENTS	YES	NO					
uring or outside of school						w monitoring	
Is there any condition th  ☐ No ☐ Yes:	nat wou	ıld pr	•	n partio	cipatin	g in physical education or sports?	
	l conce	rns: (ເ	ise back of sheet if ne	ecessar	y)		
Parent/Guardian Signatu	ıro:					Data	
Parent/Guardian Signatu	ມາ ປ					Date:	

MA003 / R0623 Updated 6/20/23



**Dr. Paul J. Padalino** Superintendent of Schools

# AFFIDAVIT OF PROPERTY OWNER/LANDLORD IN SUPPORT OF RESIDENCY IN THE KINGSTON CITY SCHOOL DISTRICT

l, a pro (Name of Property Owner/Landlord or Property Manager)		Ü
(Street Address/Apt #)	(City, State, Zip)	
Hereby certify that I am renting space in this dwelling on a		
Wee The following persons are identified as tenants having the rig	ekly/monthly/yearly) (Date to be occupants in the dwelling:	)
Parent/Guardian:	<del></del>	
Parent/Guardian:		
Student Name:	Grade:	
The payment of Electric Utility Bill is included in rent: Yes:	No:	
I certify that the information provided on this form is true and correct penalties of perjury, knowing that the Kingston City School District with child (ren) reside in the school district.		
	Sworn to before me on this	
(Signature of Property Owner/Landlord or Property Manager)	Day of	, 20
(Print Name)	(Notary Public) State of: County of:	

# **60** Month Questionnaire 54 months 0 days through 72 months 0 days



Questions about behaviors children may have are listed on the following pages. Please read each question carefully and check the box that best describes your child's behavior. Also, check the circle in the last column if the behavior is a concern.

#### **Important Points to Remember:**

Answer questions based on what you know about your
child's behavior

Answer questions based on your child's usual behavior, not behavior when your child is sick, very tired, or hungry.

Caregivers who know the child well and spend more than 15–20 hours per week with the child should complete ASQ:SE-2.

\*If you have any questions or concerns about your child or about this questionnaire, contact the KCSD Registrar: 845–943–3011; registration@kingstoncityschools.org

	OFTEN OR ALWAYS	SOME- TIMES	RARELY OR NEVER	CHECK IF THIS IS A CONCERN	
1. Does your child look at you when you talk to them?	□z	□v	□×	Ov	-
2. Does your child cling to you more than you expect?	□×	□v	□z	Ov	
3. Does your child like to be hugged or cuddled?	□z	□v	□×	Ov	<del></del>
4. Does your child talk or play with adults they know well?	□z	□×	□×	Ov	
5. When upset, can your child calm down within 15 minutes?	□z	□∨	□×	Ov	
6. Does your child seem too friendly with strangers?	□х	□v	□z	Ov	===
7. Does your child settle himself/herself down after exciting activities?	□z	□v	□×	Ov	
8. Does your child seem happy?	□z	□v	□×	Ov	

TOTAL POINTS ON PAGE

	OFTEN OR ALWAYS	SOME- TIMES	RARELY OR NEVER	CHECK IF THIS IS A CONCERN	2 2
9. Does your child cry, scream, or have tantrums for long periods of time?	П×	□v	Z	V	-
10. Is your child interested in things around them, such as people, toys, and foods?	□z	□v	□×	Ov	
11. Does your child go to the bathroom by himself/herself? (Reminders and help with wiping are okay.)	□z	□v	□×	Ov	
12. Does your child have eating problems? For example, do they stuff food, vomit, eat things that are not food, or?  (Please describe.)	□×	<b>\_</b> \	□z	Ov	
13. Does your child stay with activities they enjoy for at least 15 minutes (other than watching shows or videos, or playing with electronics)?	□z	□v	□×	Ov	
14. Do you and your child enjoy mealtimes together?	□z	۵v	□×	Ov	_
15. Does your child do what you ask them to do? For example, do they wash their hands or wait to take a turn when asked?	□z	□v	□×	Ov	
16. Does your child seem more active than other children their age?	□×	□v	□z	Ov	<u> </u>
17. Does your child sleep at least 8 hours in a 24-hour period?	□z	□v	□×	Ov	<del></del>
18. Does your child use words to tell you what they want or need?	□z	□v	□×	Ov	

TOTAL POINTS ON PAGE

ASO: S	SE2	Check the box that	best describes your child's behavior.
		Check the circle $\boldsymbol{\mathcal{O}}$	in the last column if the behavior is a concern

		OFTEN OR ALWAYS	SOME- TIMES	RARELY OR NEVER	CHECK IF THIS IS A CONCERN	
19.	Does your child use words to describe his/her feelings and the feelings of others? For example, do they say, "I'm happy," "I don't like that," or "She's sad?"	□z	□v	□×	Ov	=====
20.	Does your child move from one activity to the next with little difficulty (for example, from playtime to mealtime)?	□z	□v	□×	Ov	
21.	Does your child explore new places, such as a park or a friend's home?	□z	□v	□×	Ov	
22.	Does your child do things over and over and get upset when you try to stop them? For example, do they rock, flap hands, spin, or? (Please describe.)	□×	□v	□z	Ov	
23.	Does your child hurt himself/herself on purpose?	□×	□v	□z	Ov	
24.	Does your child follow rules at home or at child care?	□z	<b>□</b> ∨	□×	Ov	
25.	Does your child destroy or damage things on purpose?	□×	□ ∨	□z	Ov	
26.	Does your child stay away from dangerous things, such as fire and moving cars?	□z	□^	□×	Ov	
27.	Does your child show concern for other people's feelings? For example, do they look sad when someone is hurt?	□z	□v	□×	Ov	<u>-</u>
28.	Do other children like to play with your child?	□z	□v	□×	Ov	

TOTAL POINTS ON PAGE



		OFTEN OR ALWAYS	SOME- TIMES	RARELY OR NEVER	CHECK IF THIS IS A CONCERN	
29.	Does your child like to play with other children?	Z	□v	□×	\ \ \ \	
30.	Does your child try to hurt other children, adults, or animals (for example, by kicking or biting)?	□×	□ ∨	□z	Ov	
31.	Does your child take turns and share when playing with other children?	Σz	□∨	□×	Ov	
32.	Does your child wake three or more times during the night?	□х	□v	□z	Ov	
33.	ls your child too worried or fearful? If "sometimes" or "often or always," please describe:	□×	□∨	□z	Ov	
34. Does your child have simple back-and-forth conversations with you? For example:		Z	□∨	□×	Ov	
	Parent: "It's raining!" Child: "And cold outside." Parent: "Let's get your coat." Child: "I got it!"					
35.1	Has anyone shared concerns about your child's behaviors? If "sometimes" or "often or always," please explain:	□х	□v	□z	Ov	——

TOTAL POINTS ON PAGE \_\_\_\_\_



OVERALL Use the space below for additional comments.		
36. Do you have concerns about your child's eating, sleeping, or toileting habits?  If yes, please explain:	YES	O NO
37. Does anything about your child worry you? If yes, please explain:	YES	○ NO
38. What do you enjoy about your child?		