

Rahway Public Schools

Kline Place P.O. Box 1024 Rahway New Jersey 07065 (732)396-1000 FAX (732) 396-3216

Frank R. Buglione, Superintendent of Schools

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Larry Abramowitz
Supervisor of Services for Children
732-396-1035

March 3, 2009

TO: PARENTS OF STUDENTS IN GRADE 5 AND GRADE 8
FROM: LARRY ABRAMOWITZ
RE: REQUIRED RE-REGISTRATION

As per Board of Education Policy 5111, Admission:

1. The following groups of students will be required to re-register:
 - Ⓜ Students entering grade six (6)
 - Ⓜ Students entering grade nine (9)
 - Ⓜ Students who change their residence within the district during the current year
2. Students who are re-registering will need to complete the re-registration application, which requires the parent/guardian to provide four (4) proofs of residency. In the event that an applicant for re-registration is unable to produce four proofs of residency, the applicant shall produce as many proofs as possible, provide a written explanation as to why four proofs cannot be produced and meet with the building principal to have the re-registration application reviewed.

Please complete the "Re-Registration" form enclosed and submit to your child's homeroom teacher with copies of (4) four proofs of residency attached by **April 7, 2009**. If fewer than (4) four proofs are received, you will be required to schedule an appointment with the building administrator. Failure to comply with this regulation may require you to appear at a hearing conducted by the Board of Education to determine whether or not your child is entitled to remain in the Rahway Public Schools. **Please note that students who do not submit their re-registration forms by the April 7, 2009 deadline are jeopardizing their participation in end of the school year activities such as trips and promotion.**

You and the Board have a mutual interest in assuring that only legitimate residents attend the City's schools. Your cooperation in complying with this regulation is appreciated. If you have reason to question the residency of any pupil attending the Rahway Public Schools please report this to me by e-mail at labramowitz@rahway.net or by calling 732-396-1035. When making such a report, please be prepared to provide your name and phone number and as much information as possible about the pupil whose residency you question.

Acceptable Proofs of Eligibility

Proof of residency, for purposes of attending public school in Rahway, is determined by providing **four** of the following forms:

- ⌚ Property tax bills, deeds, contracts of sale, leases, mortgages, signed letters from the landlord and other evidence of property ownership, tenancy or residency.
- ⌚ Voter registrations, licenses, permits, financial account information, utility bills, delivery receipts, and other evidence of personal attachment to a particular location.
- ⌚ Court orders, State agency agreements and other evidence of court or agency placements or directives.
- ⌚ Receipts, bills, canceled checks and other evidence of expenditures demonstrating personal attachment to a particular location, or, where applicable, to support of the student.
- ⌚ Medical reports, counselor or social worker assessments, employment documents, benefit statements, and other evidence of circumstances demonstrating, where applicable, family or economic hardship, or temporary residency.
- ⌚ Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, legal guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others as appropriate.
- ⌚ Documents pertaining to military status and assignment.
- ⌚ Any business record or document issued by a governmental entity.
- ⌚ Any other form of documentation relevant to demonstrating entitlement to attend school.

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RE-REGISTRATION PACKET

TO THE PERSON ENROLLING THE STUDENT: PLEASE COMPLETE PARTS 1 & 2 OF THE APPLICATION FOR EACH STUDENT BEING RE-REGISTERED IN THE DISTRICT. IF RE-REGISTERING MULTIPLE STUDENTS, PART TWO OF THE APPLICATION NEEDS TO BE COMPLETED ONLY ONCE.

IF THE STUDENT IS LIVING WITH A PERSON DOMICILED (RESIDING) IN THE DISTRICT, OTHER THAN THE PARENT OR GUARDIAN AN AFFIDAVIT REGISTRATION PACKET MUST BE COMPLETED AND CAN BE OBTAINED BY THE SCHOOL.

PART ONE: STUDENT INFORMATION

PART ONE OF THE APPLICATION MUST BE COMPLETED FOR EACH STUDENT BEING REGISTERED

DATE: / / SCHOOL: _____ GRADE: _____
MM DD YY

STUDENT: _____
LAST NAME FIRST NAME MIDDLE NAME

STATE ID # (IF AVAILABLE) _____ GENDER (CIRCLE): MALE FEMALE

REASON FOR RE-REGISTRATION:
_____ ENTERING GRADE 6 _____ ENTERING GRADE 9 _____ AFFIDAVIT STUDENT

STUDENT'S ETHNIC ORIGIN: (You may circle more than one)

ASIAN BLACK HISPANIC AMERICAN INDIAN PACIFIC ISLANDER WHITE

STUDENT'S HOME ADDRESS: _____

STUDENT'S HOME PHONE # () _____ AGE: _____

DATE OF BIRTH: / /
MM DD YY

*A CERTIFIED COPY OF THE STUDENT'S BIRTH CERTIFICATE OR PROOF OF IDENTITY MUST BE PROVIDED WITHIN THIRTY (30) DAYS OF THE DATE OF THE STUDENT'S ENROLLMENT.

CITY OF BIRTH: _____

STATE OF BIRTH: _____

COUNTRY OF BIRTH: _____

*DATE OF ENTRY INTO USA (IF APPLICABLE): _____

*INFORMATION REQUIRED IN COMPLIANCE WITH NEW JERSEY'S STATEWIDE STUDENT DATABASE AND TRACKING SYSTEM, NJSMART. IMMIGRATION OR VISA STATUS WILL NOT AFFECT A STUDENT'S ELIGIBILITY TO ENROLL IN SCHOOL.

LANGUAGE SPOKEN AT HOME: _____

HEALTH INSURANCE STATUS: YES NO

IF YES, WHO IS THE PROVIDER: _____

MOTHER/GUARDIAN: _____

LAST NAME

FIRST NAME

STUDENT RESIDES WITH MOTHER/GUARDIAN: YES NO

MOTHER'S/GUARDIAN'S PHYSICAL ADDRESS: _____
(IF DIFFERENT THAT STUDENT)

_____ CITY

STATE _____

MOTHER'S/GUARDIAN'S MAILING ADDRESS: _____
(IF DIFFERENT THAT STUDENT)

_____ CITY

STATE _____

MOTHER'S HOME # () _____ MOTHER'S CELL # () _____

OTHER (IF ANY) # () _____

MOTHER'S EMPLOYER _____ MOTHER'S WORK # () _____

POSITION _____

FATHER/GUARDIAN: _____

LAST NAME

FIRST NAME

STUDENT RESIDES WITH FATHER/GUARDIAN: YES NO

FATHER'S/GUARDIAN'S PHYSICAL ADDRESS: _____
(IF DIFFERENT THAT STUDENT)

_____ CITY

STATE _____

FATHER'S/GUARDIAN'S MAILING ADDRESS: _____
(IF DIFFERENT THAT STUDENT)

_____ CITY

STATE _____

FATHER'S HOME # () _____ FATHER'S CELL # () _____

OTHER (IF ANY) # () _____

FATHER'S EMPLOYER _____ FATHER'S WORK # () _____

POSITION _____

PERSON ENROLLING STUDENT: _____

RELATIONSHIP TO STUDENT: _____

IF OTHER THAN PARENT, PLEASE COMPLETE THE FOLLOWING FOR PERSON ENROLLING STUDENT:

HOME # () _____ CELL # () _____

OTHER (IF ANY) # () _____

EMERGENCY CONTACT INFORMATION

EMERGENCY CONTACT 1: _____ **RELATIONSHIP TO STUDENT** _____

PLEASE COMPLETE THE FOLLOWING FOR EMERGENCY CONTACT 1:

HOME # () _____ CELL # () _____

OTHER (IF ANY) # () _____

EMERGENCY CONTACT 2: _____ **RELATIONSHIP TO STUDENT** _____

PLEASE COMPLETE THE FOLLOWING FOR EMERGENCY CONTACT 2:

HOME # () _____ CELL # () _____

OTHER (IF ANY) # () _____

PART TWO – APPLICANT INFORMATION

SECTION A - (DOMICILE): COMPLETE THIS SECTION IF **THE STUDENT IS LIVING WITH A PARENT OR GUARDIAN WHOSE PERMANENT HOME IS LOCATED IN RAHWAY. IF YOU ARE THE STUDENT'S GUARDIAN, OR WILL BE THE GUARDIAN OF A STUDENT FROM OUT OF STATE FOLLOWING EXPIRATION OF THE REQUIRED 6-MONTH WAITING PERIOD, YOU WILL BE ASKED TO PROVIDE OFFICIAL PAPERS PROVING GUARDIANSHIP.**

HOW LONG HAVE YOU LIVED IN THIS HOME? _____

DO YOU HAVE ANY PRESENT INTENTION OF MOVING FROM THIS HOME? IF SO, WHEN AND TO WHERE?

DO YOU HAVE RESIDENCE(S) ELSEWHERE, AND, IF SO, WHERE ARE THEY AND WHEN DO YOU LIVE THERE?

PLEASE LIST **FOUR** (4) FORMS OF PROOF (SEE ATTACHED LIST, PG.10) YOU WILL PROVIDE TO DEMONSTRATE PROOF OF PERMANENT DOMICILE (RESIDENCY) IN RAHWAY.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

IF THE STUDENT'S PARENTS ARE DOMICILED (RESIDING) IN DIFFERENT DISTRICTS, REGARDLESS OF WHICH PARENT HAS LEGAL CUSTODY, PLEASE ANSWER THE FOLLOWING QUESTIONS:

IS THERE A COURT ORDER OR WRITTEN AGREEMENT BETWEEN THE PARENTS DESIGNATING THE DISTRICT FOR SCHOOL ATTENDANCE, AND IF SO, WHERE DOES IT REQUIRE THE STUDENT TO ATTEND SCHOOL? (YOU WILL BE ASKED TO PROVIDE A COPY OF THIS DOCUMENT.)

DOES THE STUDENT RESIDE WITH ONE PARENT FOR THE ENTIRE YEAR? IF SO, WITH WHICH PARENT AND AT WHAT ADDRESS?

IF NOT, FOR WHAT PORTION OF TIME DOES THE STUDENT RESIDE WITH EACH PARENT AND AT WHAT ADDRESSES?

IF THE STUDENT LIVES WITH BOTH PARENTS ON AN EQUAL-TIME, ALTERNATING WEEK/MONTH OR OTHER SIMILAR BASIS, WITH WHICH PARENT DID THE STUDENT RESIDE ON THE LAST SCHOOL DAY PRIOR TO OCTOBER 16 PRECEDING THE DATE OF THIS APPLICATION?

PLEASE NOTE: NO DISTRICT IS REQUIRED, AS A RESULT OF BEING THE DISTRICT OF DOMICILE FOR SCHOOL ATTENDANCE PURPOSES WHERE A STUDENT LIVES WITH MORE THAN ONE PARENT, TO PROVIDE TRANSPORTATION FOR A STUDENT RESIDING OUTSIDE THE DISTRICT FOR PART OF THE SCHOOL YEAR, OTHER THAN TRANSPORTATION BASED UPON THE HOME OF THE PARENT DOMICILED WITHIN THE DISTRICT TO THE EXTENT REQUIRED BY LAW.

IF YOU ARE CLAIMING TO BE AN EMANCIPATED STUDENT, ARE YOU LIVING INDEPENDENTLY IN YOUR OWN PERMANENT HOME IN THE DISTRICT? IF YES, PLEASE DESCRIBE THE PROOFS YOU WILL PROVIDE, IN ADDITION TO THOSE DEMONSTRATING DOMICILE, TO DEMONSTRATE THAT YOU ARE NOT IN THE CARE AND CUSTODY OF A PARENT OR LEGAL GUARDIAN.

PLEASE NOTE: UNDER NEW JERSEY LAW, WHERE A DWELLING IS LOCATED WITHIN TWO OR MORE LOCAL SCHOOL DISTRICTS, OR BEARS A MAILING ADDRESS THAT DOES NOT REFLECT THE DWELLING'S PHYSICAL LOCATION WITHIN A MUNICIPALITY, THE DISTRICT OF DOMICILE FOR SCHOOL ATTENDANCE PURPOSES IS THAT OF THE MUNICIPALITY TO WHICH THE RESIDENT PAYS THE MAJORITY OF HIS OR HER PROPERTY TAX, OR TO WHICH THE MAJORITY OF PROPERTY TAX FOR THE DWELLING IN QUESTION IS PAID BY THE OWNER OF A MULTI-UNIT DWELLING.

END PART TWO