



Glencoe-Silver Lake Public Schools

Independent School District #2859

New Student Registration Form

Use legal name only. The purpose and intended use of this data is to enable the school staff to effectively and safely provide service to you and your family. You have the right to refuse the needed information; however, if you do not complete all information you may not receive services needed. The information we collect will be maintained in the office and may be shared with authorized school personnel.

Enrolling Student:

Legal last name		Legal first name		Middle name	None <input type="checkbox"/>
Grade	Nickname/Preferred Name to use at School		Date of birth		Gender – circle one M or F
Country of birth _____ If country of birth is not USA, date of first enrollment in a USA school Date _____ Year _____					
Child lives with: _____ both parents _____ mother only _____ father only _____ joint custody _____ foster parents _____ other (specify) _____					
<input type="checkbox"/> Military-Connected Youth Indicate if the student has an immediate family member who is currently in the armed forces as a reservist or on active duty, or who has recently retired.					

Parent/Legal Guardian and Emergency Contact #1:

Last name		First name		Middle name	
Gender: M or F	Email		Employer/Occupation		
County you live in			Work phone () -		
Home phone () -			Cell phone () -		
Residential address <input type="checkbox"/> Check here if you are currently homeless			City		State Zip
Mailing address (if different or P.O. Box)			City		State Zip
Relationship to student					

Parent/Legal Guardian and Emergency Contact #2:

Last name		First name		Middle name	
Gender: M or F	Email		Employer/Occupation		
County you live in			Work phone () -		
Home phone () -			Cell phone () -		
Residential address <input type="checkbox"/> Check here if you are currently homeless			City		State Zip
Mailing address (if different or P.O. Box)			City		State Zip
Relationship to student					

REQUIRED Please list school name, city, state and phone number of previous schools attended last 4 years

(School most recently attended)

REQUIRED Has this child ever attended a school in Minnesota? ☐ Yes ☐ No

If yes, where and when? _____

Have you recently moved within the last 36 months for temporary or seasonal agricultural or fishing work? ☐ Yes ☐ No

Has this child ever received special education services? ☐ Yes ☐ No Does this child have an active IEP? ☐ Yes ☐ No

Is this child currently on a 504 Plan? ☐ Yes ☐ No Is this child receiving ESL services? ☐ Yes ☐ No

Is this child receiving Title I services? ☐ Yes ☐ No Indicate special needs, handicaps or disabilities the school should be aware of _____

Has this child completed Early Childhood Screening? ☐ Yes ☐ No Screening Date: _____

LEGAL GUARDIANSHIP PAPERS ON FILE? ☐ Yes ☐ No

The school has the responsibility for the welfare of the child, but can only function according to the law when properly informed. If parents of the child are separated, the school district must be informed (1) who has the custody of the child and (2) what person(s) are approved to see the child or to transport him/her away from school. If there is a restraining order in effect denying either of the parents the right to see or contact the child, there must be a court order on file in the school office.

Who has legal custody? ☐ Both parents ☐ Father ☐ Mother ☐ Other _____

Restraining order? ☐ Yes ☐ No If yes, date of court order _____

Court order on file in school office? ☐ Yes ☐ No

Siblings of enrolling student

Legal last name	Legal first name	Legal middle name	Gender: M or F	Date of birth
Legal last name	Legal first name	Legal middle name	Gender: M or F	Date of birth
Legal last name	Legal first name	Legal middle name	Gender: M or F	Date of birth
Legal last name	Legal first name	Legal middle name	Gender: M or F	Date of birth
Legal last name	Legal first name	Legal middle name	Gender: M or F	Date of birth

Please add additional children on another piece of paper.

☐

Check box if you would like to receive **Spanish-interpreted documents** when available.

Non-household Member Emergency Contact #3: Adult who can assume responsibility & is authorized to take your child in an emergency.

Name	Relationship to student
Home phone () -	Cell phone () -

Non-household Member Emergency Contact #4: Adult who can assume responsibility & is authorized to take your child in an emergency.

Name	Relationship to student
Home phone () -	Cell phone () -

Elementary students-A student's transportation eligibility is determined based on the distance they must travel to and from school. Transportation is provided to those students who must travel from home or a daycare provider that is one mile or more from school.

Name of daycare provider _____ Phone () _____

Address of daycare provider _____ City _____

I hereby give my permission for the professional persons, school district, or agency listed above to release all school records, psychological assessments, and/or health records regarding my child to Glencoe-Silver Lake School District #2859 for the purpose of planning educational services. If there are changes to any information provided, I will contact GSL Schools.

****Please bring in a copy of your child's Birth Certificate or Passport when register.****

Form completed by _____ Date _____

Please print name

**Parent's
signature**

Signature

Relationship to student

Thank you for returning this form to your child's GSL school. Questions? Contact:

Preschool: Michelle Marti, 320-864-2681	GSL Jr./Sr. High School (7-12): Cheryl Templin, 320-864-2405
Lincoln Elementary School (K-2): Kim Ruschmeier, 320-864-2666	District Office: Trisha Zajicek, 320-864-2494
Lakeside Elementary (3-6): Lori Hatlestad, 320-864-2500	

Internal Use Only

Teacher/RAP:	Transportation	Locker #
Records Requested? <input type="checkbox"/> Yes <input type="checkbox"/> No	Records Received? <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:

New Student Registration Form Updated 4-24-2019

2020-2021 Ethnic and Racial Demographic Designation Form

Student's First Name: _____ Middle Name/Initial: _____ Last Name: _____

Date of Birth: _____ District: _____ School: _____

Schools are required to report ethnicity and race to the state and to the U.S. Department of Education. Because of recent changes to Minnesota state law, Minnesota disaggregates each category into detailed groups to further represent our student populations.

Parents or guardians are not required to answer the federal questions (**in bold**) for their children. If you choose not to answer the federal questions (**in bold**), federal law requires schools to choose for you. This is a last resort—we prefer if parents or guardians complete the form. State questions are labeled as “Optional” and schools will not fill in this information for you.

This information helps improve teaching and learning for everyone and helps us accurately identify and advocate for students currently underserved. The information this form collects is considered private information. You can review the privacy notice to learn more about the purpose of collecting this information, how it will be used and not used, and how the detailed groups were identified. The privacy notice can be found in our [Frequently Asked Questions: Ethnic and Racial Designation Form](#).

Is the student Hispanic/Latino as defined by the federal government? The federal definition includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.¹

[You must select “yes” or “no” to this question.]

☐ **Yes** *[If yes, go to Question A.]*

☐ **No** *[If no, go to Question 1.]*

Optional Question A: If yes was chosen above, select all that apply from the list below (*this question will not be answered by school staff*):

- | | | | |
|--|---------------------------------------|--|--|
| <input type="checkbox"/> Decline to indicate | <input type="checkbox"/> Guatemalan | <input type="checkbox"/> Salvadoran | <input type="checkbox"/> Other Hispanic/Latino |
| <input type="checkbox"/> Colombian | <input type="checkbox"/> Mexican | <input type="checkbox"/> Spaniard/Spanish/
Spanish-American | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Ecuadorian | <input type="checkbox"/> Puerto Rican | | |

Go to Question 1.

[Select “yes” to at least one of the Questions (1-6) below.]

Question 1: Does the student identify as American Indian or Alaska Native as defined by the state of Minnesota? The state of Minnesota definition includes persons having origins in any of the original peoples of North America who maintain cultural identification through tribal affiliation or community recognition. [This question is needed to calculate state aid/funding.]

☐ **Yes** *[If yes, go to Question 1a.]*

☐ **No** *[If no, go to Question 2.]*

Optional Question 1a: If yes was chosen above, select all that apply from the list below (*this question will not be answered by school staff*):

- | | | |
|--|--|---|
| <input type="checkbox"/> Decline to indicate | <input type="checkbox"/> Cherokee | <input type="checkbox"/> Other North American Indian Tribal Affiliation |
| <input type="checkbox"/> Anishinaabe/Ojibwe | <input type="checkbox"/> Dakota/Lakota | <input type="checkbox"/> Unknown |

Go to Question 2.

¹Federal Register, Vol. 72, No. 202/Friday, October 19, 2007/Notices/59274

Question 2. Is the student American Indian from South or Central America?

☐ **Yes** [Go to Question 3.]

☐ **No** [Go to Question 3.]

Question 3. Is the student Asian as defined by the federal government? The federal definition includes persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.¹

☐ **Yes** [If yes, go to Question 3a.]

☐ **No** [If no, go to Question 4.]

Optional Question 3a. If yes was chosen above, select all that apply from the list below (*this question will not be answered by school staff*):

☐ Decline to indicate

☐ Chinese

☐ Karen

☐ Other Asian

☐ Asian Indian

☐ Filipino

☐ Korean

☐ Unknown

☐ Burmese

☐ Hmong

☐ Vietnamese

Go to Question 4.

Question 4. Is the student black or African American as defined by the federal government? The federal definition includes persons having origins in any of the black racial groups of Africa.¹

☐ **Yes** [If yes, go to Question 4a.]

☐ **No** [If no, go to Question 5.]

Optional Question 4a. If yes was chosen above, select all that apply from the list below (*this question will not be answered by school staff*):

☐ Decline to indicate

☐ Ethiopian-Other

☐ Somali

☐ African-American

☐ Liberian

☐ Other black

☐ Ethiopian-Oromo

☐ Nigerian

☐ Unknown

Go to Question 5.

Question 5. Is the student Native Hawaiian or Other Pacific Islander as defined by the federal government? The federal definition includes persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.¹

☐ **Yes** [Go to Question 6.]

☐ **No** [Go to Question 6.]

Question 6. Is the student white as defined by the federal government? The federal definition includes persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.¹

☐ **Yes**

☐ **No**

Parent(s)/Guardian Name _____ Date _____

Parent(s)/Guardian Signature _____