

Student Name \_\_\_\_\_

First Day of Attendance \_\_\_\_\_

**Northern Arizona Academy Taylor  
Enrollment Packet 2024-2025**

Career Development Inc Administration:  
PO Box 125  
Taylor, AZ 85939  
Tel. (928) 536-3920/ Email: [acarlyle@naacharter.org](mailto:acarlyle@naacharter.org)

Taylor NAA:  
1300 N. Centennial Blvd.  
PO Box 125  
Taylor, AZ 85939  
(928) 536-4222/  
Email: [ccormier@naacharter.org](mailto:ccormier@naacharter.org)

**NEW STUDENT ENROLLMENT:**

The following information is requested at the time of registration:

- \_\_\_ Birth Certificate or other reliable proof of the student's identity and age
- \_\_\_ Completed enrollment packet

**PRIOR TO ATTENDANCE:**

Though not required for enrollment, the following documentation is required for student files.

- \_\_\_ Immunization Records, a personal belief statement or a written certification. (Homeless students have until the fifth calendar day after enrollment to provide this)
- \_\_\_ Proof of Residency (Homeless students are not required to provide this)

**WITHIN 30 DAYS:**

Proof of the pupil's identity and age must be provided to the school within 30 days. A.R.S. § 15-828(A). Acceptable documents are a certified copy of the pupil's birth certificate, the pupil's baptismal certificate, an application for a social security number or original school registration records and an affidavit explaining the inability to provide a copy of the birth certificate; or A letter from the authorized representative of an agency having custody of the pupil pursuant to A.R.S. Title 8, Chapter 2 certifying that the pupil has been placed in the custody of the agency as prescribed by law. A.R.S. §15-828(A). A.R.S. § 15-828(I) If the documentation of identity and age is not received by the school within 30 days, the school must, in writing, notify the person that enrolled the pupil that if the required documents are not received within 10 days, the matter shall be referred to local law enforcement. If the school has not received the documents within the 10 day window, the school must refer the matter to the local law enforcement agency.

**MISSION:**

Northern Arizona Academy's mission is to create an alternative learning environment for youth requiring additional structure and support to achieve academic, social and practical skills that sustain productive, successful and healthy lives.

# Northern Arizona Academy

## 2024-2025 Student Registration form

### Student Information

Last Name	First Name	Middle Name
Date of Birth / /	Place of Birth (City/County/State)	Gender (Circle One) <span style="float: right;">M F</span>
	Entering Grade Level	First Year entered High School
Last School Attended	City and State of Last School Attended	Last School Year Attended
Student Cell Phone Number <span style="float: right;"><input type="checkbox"/> Calls <input type="checkbox"/> Text Messages</span>		
Ethnicity (Check One) <input type="checkbox"/> No, not Hispanic/Latino <input type="checkbox"/> Yes, Hispanic/Latino		Does your student need bus transportation?  <div style="text-align: center;">Yes      No</div>
Race (Check all that apply) <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White		Does your student need childcare services for their child?  <div style="text-align: center;">Yes      No</div> If yes, age of child: _____

### Parent/Guardian Information

Last Name	First Name	Middle Name
Physical Address where Student Lives	City	Relationship to Student
Mailing Address (If Different)	State / Zip	E-Mail (Please check if preferred) _
Home Phone ( ) -	Work Phone (Is it ok to call you at work?) _ ( ) -	Other Phone (Please specify) ( ) -
Last Name	First Name	Middle Name
Street Address	City / State / Zip	Relationship to Student
Home Phone ( ) -	Work Phone (Is it ok to call you at work?) _ ( ) -	Other Phone (Please specify) ( ) -

I authorize enrollment of my son/daughter into Northern Arizona Academy for Career Development, Inc.

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

\_\_\_\_\_  
Date

*Northern Arizona Academy affirms that it does not discriminate on the basis of race, color, national origin, sex, age or disability in access or admission to students or employment opportunities.*

# Emergency Information

Student Name \_\_\_\_\_

Date of Birth: \_\_\_\_\_

My child has the following medical conditions:

Condition:	Taking Medication:	
Allergies: _____	Yes _____	No _____
Convulsions: _____	Yes _____	No _____
Diabetes: _____	Yes _____	No _____
Heart Problems: _____	Yes _____	No _____
Hearing Impairment: _____	Yes _____	No _____
Physical Impairment: _____	Yes _____	No _____
Vision Impairment: _____	Yes _____	No _____
Asthma: _____	Yes _____	No _____
ADD/ADHD: _____	Yes _____	No _____
Bipolar Disorder: _____	Yes _____	No _____
Depression: _____	Yes _____	No _____
Other: _____	Yes _____	No _____

Notes on any condition: \_\_\_\_\_

NOTE: If your child is on medication and it must be taken at school, you are required to fill out a permission slip and give the medications directly to the Campus Manager. Students may not, under any circumstances, transport and carry their own medications for consumption at school. The only exception is made for asthma inhalers.

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? \_\_\_\_\_

## If Parent or Guardian cannot be reached in an emergency, please contact:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Are there any Legal stipulations regarding this student?  Yes  No  
If yes, legal documentation must be provided with this enrollment packet.

**Release for Medical Services**

Transportation to hospital/physician by school \_\_\_\_Yes \_\_\_\_No

Transportation to hospital/physician by ambulance \_\_\_\_Yes \_\_\_\_No

Transportation to ANY Hospital or Doctor to render immediate aid as might be required \_\_\_\_Yes \_\_\_\_No

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

\_\_\_\_\_  
Date

**Student checkout authorization**

In addition to parents / guardians, the following individuals or organizations (Change Point drivers, friends, etc.) are authorized to checkout my student from school:

[ ] No one else is able to checkout my student.

1. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_

2. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_

3. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_

4. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Home phone: \_\_\_\_\_

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

\_\_\_\_\_  
Date



**Arizona Department of Education  
Arizona Residency Documentation Form**

Student: \_\_\_\_\_ School: \_\_\_\_\_

Charter Holder: Career Development, Inc.

Parent/Legal Guardian: \_\_\_\_\_

As the Parent/Legal Guardian of the Student, I attest that I am a resident of the State of Arizona and submit in support of this attestation a copy of the following document that displays my name and residential address or physical description of the property where the student resides:

Valid Arizona driver's license, Arizona identification card or motor vehicle registration

Valid U.S. passport

Real estate deed or mortgage documents

Property tax bill

Residential lease or rental agreement

Water, electric, gas, cable, or phone bill

Bank or credit card statement

W-2 wage statement

Payroll stub

Certificate of tribal enrollment or other identification issued by a recognized Indian tribe that contains an Arizona address.

Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)

I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

## Parental Involvement

**Parents**—Please let us know your interests, talents and availability so that you can become actively involved with Northern Arizona Academy. Remember, there are many ways to volunteer. You can also connect us with a community partner, a community need, your place of employment, or resources. We need you and value your commitment to your student’s education. Please use this space to let us know about areas you would like to be involved in.

I would be interested in volunteering in the following ways (please check all that apply):

- Classroom Aide
- Field Trip Chaperone
- Fundraiser Assistance
- Office Assistant/Reception
- Work from home
- School Improvement Team

I am available to volunteer (please check all that apply):

- Before school
- During school
- After school
- Evenings
- Weekends
- Anytime
- Call & Ask Me

I have the following skills and talents that I would be willing to share with students:

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My place of employment, church or community organization may be interested in supporting NAA in the following ways (please list):

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## Media Release

At various times throughout the school year, we will have opportunities to be featured in newspaper articles or web postings promoting positive happenings at Northern Arizona Academy (i.e. athletic activities, special awards, graduation, etc.). Your child's name and/or picture may be published or made public. Please indicate your consent or refusal on the appropriate line below.

Please sign on only one line.

My child's name and/or photograph CAN be published.

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

\_\_\_\_\_  
Date

I would prefer that my child's name/photograph CAN NOT BE published.

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

\_\_\_\_\_  
Date

## Parental Permission for Counseling

Northern Arizona Academy staff may recommend, refer and/or provide intervention services such as support groups or counseling to assist the student in achieving academic success.

I hereby give my permission as parent/guardian of \_\_\_\_\_ to receive counseling and/or assessment, if needed, as part of his/her comprehensive educational environment at Northern Arizona Academy. I understand that I may be asked to participate.

We, as parent/guardian and student, understand that the law requires that the counselor report all cases in which there exists a danger to self or others.

I, as parent/guardian, understand that I may rescind this consent at any time by contacting the Campus in writing.

This consent is in effect August 2024 through June 2025.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

# Student Liability and Permission Form

It is hereby agreed and understood by the undersigned that Northern Arizona Academy and the parent/guardian of \_\_\_\_\_ desire to provide a meaningful learning experience with various activities. In order to accomplish these activities, it may involve travel, field trips, exercise and sporting events. The student and the parent/guardian understand that there are certain hazards that exist when participating in these activities. The parent/guardian also certifies that they have medical insurance in place to provide coverage against illness or injury losses. In the absence of medical insurance, the parent/guardian accepts full responsibility for all costs related to said illness or injury.

By signing below, I am giving permission for \_\_\_\_\_ to be involved in field trips, travel, exercise and sporting events at Northern Arizona Academy. I understand that these events may be held at various locations throughout the state and will be announced. I further understand that by signing below, I am giving consent for the school year August 2024 through June 2025.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

Emergency telephone number: Parent/Guardian \_\_\_\_\_

Alternate Number \_\_\_\_\_

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Student/Family Insurance: \_\_\_\_\_

Phone number to call to confirm insurance: \_\_\_\_\_



**Student Information Form: NAME \_\_\_\_\_ DATE \_\_\_\_\_**

Section 1: ENTRANCE STATUS: (please check only one)

Transfer (from another high school)       Returning student  
 New student from Jr. High School       Dropped out  
  
 Other (please specify): \_\_\_\_\_

Section 2: MILITARY STUDENT IDENTIFIER

Is the student a dependent of a member of the United States military service in the Active-Duty Army, Navy, Air Force, Marine Corps, or Coast Guard?

Yes     No     Decline to Answer

Is the student a dependent of a fulltime member of the National Guard, or Reserve force of the United States military (Army, Navy, Marine Corps or Air Force).

Yes     No     Decline to Answer

Is the student a dependent of a member of the National Guard, or Reserve force of the United States military (Army, Navy, Marine Corps or Air Force).

Yes     No     Decline to Answer

Section 3: STUDENT HISTORY

You are not required to fill out the information in Section 3 Admission will not be based upon your answers. We gather the information to aid us in completion of our Alternative School Application for the Department of Education. You may skip section 3 if you do not wish to provide the information.

Has the student ever dropped out?     Yes     No; If Yes, how many times?     One     Two or more

Has the student ever lost credit or been dropped for lack of attendance?     Yes     No

Has the student ever been retained (held back) in school?     Yes     No    If yes, what year(s)? \_\_\_\_\_

Has the student ever been in a Special Education program or had an IEP?     Yes     No

If yes, what category and service type? \_\_\_\_\_

Does the student have a current IEP?     Yes     No

Has the student ever been suspended?     Yes     No

Is the student currently under suspension from another school?     Yes     No

Does the student work?     Yes     No    If Yes, (check one)     1-20 hrs per week     21-40 hours per week

Employer: \_\_\_\_\_ Phone# \_\_\_\_\_

Is the student a teenage parent?     Yes     No

Is the student pregnant now?     Yes     No

Has the student ever been on probation?     Yes     No;

Is the student on probation now?     Yes     No

If yes, name of probation officer and phone number: \_\_\_\_\_

Has the student ever been in jail/detention? \_\_\_Yes \_\_\_No; If Yes, why?\_\_\_\_\_

What out of school activities does the student participate in? \_\_\_\_\_

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# PARENT TRANSITION QUESTIONNAIRE

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

1. What academic programs would you like for your student to take in high school. Please check all that apply.

- |   |  |
|---|--|
| <input type="checkbox"/> General Preparation  | <input type="checkbox"/> Occupational Training |
| <input type="checkbox"/> College Preparation  | <input type="checkbox"/> Work-Study            |
| <input type="checkbox"/> Business Preparation | <input type="checkbox"/> Other: _____          |

2. Upon completing high school, what area do you see your student pursuing?

- |  |  |
|--|--|
| <input type="checkbox"/> Junior/Community College                                      | <input type="checkbox"/> Military  |
| <input type="checkbox"/> College/University  | <input type="checkbox"/> Skilled employment: mechanic, welder, cosmetology |
| <input type="checkbox"/> Semi-skilled Employment: grocery, retail, construction helper |  |
| <input type="checkbox"/> Other: _____  |  |

3. List any job or work related experience your student has had up to now. Include informal and formal jobs as well as volunteer work.

4. Does your student have hobbies or participate in other activities that may lead to employment? Please explain.

5. At this time, do you see your student needing assistance in social training to better prepare for employment? (Being pleasant, cooperative, punctual/good attendance, showing initiative, appropriate conduct, etc.) \_\_\_Yes \_\_\_No If yes, please indicate the area(s) in which your student may need assistance:

6. What careers or areas of interest do you think your student should pursue based upon his/her strengths, interests, and abilities:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Agriculture            | <input type="checkbox"/> Landscaping           | <input type="checkbox"/> Veterinary                |
| <input type="checkbox"/> Architecture           | <input type="checkbox"/> Construction          | <input type="checkbox"/> Creative Arts             |
| <input type="checkbox"/> Performing Arts        | <input type="checkbox"/> Business Management   | <input type="checkbox"/> Teaching                  |
| <input type="checkbox"/> Banking                | <input type="checkbox"/> Insurance             | <input type="checkbox"/> Government Administration |
| <input type="checkbox"/> Healthcare             | <input type="checkbox"/> Hospitality           | <input type="checkbox"/> Social Work               |
| <input type="checkbox"/> Information Technology | <input type="checkbox"/> Law                   | <input type="checkbox"/> Law Enforcement           |
| <input type="checkbox"/> Mechanics              | <input type="checkbox"/> Manufacturing         | <input type="checkbox"/> Industrial                |
| <input type="checkbox"/> Marketing              | <input type="checkbox"/> Sales                 | <input type="checkbox"/> Customer Service          |
| <input type="checkbox"/> Engineering            | <input type="checkbox"/> Science/Math Research | <input type="checkbox"/> Transportation            |
| <input type="checkbox"/> Other: _____           |  |  |

# Request for Records

Previous School Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_

## PLEASE FORWARD THE FOLLOWING RECORDS:

- |                                  |                        |
|----------------------------------|------------------------|
| ____ AIMS Score(s)               | ____ Birth Certificate |
| ____ Health/Immunization Records | ____ Psychological     |
| ____ Transcript                  | ____ Gifted Program    |
| ____ Withdrawal Grades           | ____ NWEA Scores       |

In accordance with the Educational Amendments for 1974, "Protection of the Rights and Privacy of Parents and Students", section 438, subsection (B)(1), parts A & B, page 97: "School officials, including teachers with the educational institution and officials of other school systems in which the students may intend to enroll, may receive a student's records without written consent for such release." However, in the event certain records being requested require parental consent, such authorization by parent or legal guardian is below.

In accordance with ARS 15-828(f)...Notwithstanding any financial debt owed by the pupil, any school requested to forward a copy of a transferring pupil's record to the new school shall comply and forward the record within ten school days after receipt of request.

I authorize this request for records as parent/legal guardian.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized School Signature

\_\_\_\_\_  
Date

Please send records to:

Northern Arizona Academy for Career Development, Inc.  
Attn: Registrar  
PO Box 125  
Taylor, AZ 85939  
Email: mmoore@naacharter.org

# Request for Special Education Records

Please fill out this form only if your student has been in a Special Education Program or had an IEP.

Previous School Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_

## PLEASE FORWARD A CURRENT COPY OF THE FOLLOWING RECORDS:

- |  |                                 |
|--|---------------------------------|
| _____ Psychological Evaluation             | _____ Complete IEP report       |
| _____ Eligibility Statement                | _____ All Prior Written Notices |
| _____ Consent to Evaluate                  | _____ Placement Statement       |
| _____ 45 Day Screening                     | _____ Expulsion/Suspension(s)   |
| _____ Documentation of Behavioral Problems |                                 |

In accordance with the Educational Amendments for 1974, "Protection of the Rights and Privacy of Parents and Students", section 438, subsection (B)(1), parts A & B, page 97: "School officials, including teachers with the educational institution and officials of other school systems in which the students may intend to enroll, may receive a student's records without written consent for such release." However, in the event certain records being requested require parental consent, such authorization by parent or legal guardian is below.

In accordance with ARS 15-828(f)...Notwithstanding any financial debt owed by the pupil, any school requested to forward a copy of a transferring pupil's record to the new school shall comply and forward the record within ten school days after receipt of request.

I authorize this request for records as parent/legal guardian.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized School Signature

\_\_\_\_\_  
Date

Please send records to:

Northern Arizona Academy for Career Development, Inc.  
Attn: SPED  
PO Box 125  
Taylor, AZ 85939  
Email: [mmoore@naacharter.org](mailto:mmoore@naacharter.org)



## Student/Parent/School Compact

Northern Arizona Academy is committed to a partnership with parents, working together to ensure the success of their students. This partnership requires full participation of parents, students and staff of the Academy, each sharing responsibilities for providing and maintaining a productive learning environment.

### **Student Responsibilities to Ensure Academic Achievement**

- Attending all classes each day and on time.
- Bringing necessary materials.
- Completing all class and homework assignments on time.
- Demonstrating a positive attitude towards self and others.
- Demonstrating a positive attitude towards the school and learning.
- Knowing and obeying all school and class rules.
- Respecting people and property.
- Refraining from using profanity.
- Refraining from aggressive behavior, threatening remarks or gestures.
- Arriving at school free of the effects of illegal drugs; inappropriate use of drugs or alcohol.
- Actively participate in the development, implementation and evaluation of their Individual Learning Plan.

### **Parents Responsibilities to Ensure Academic Achievement**

- Making sure the student attends school regularly and promptly each day.
- Ensuring that they bring necessary materials to school.
- Ensuring that they have a quiet place at home to study.
- Having a positive attitude about education.
- Participating in parent/teacher conferences and other school sponsored activities.
- Encouraging student participation in prevention/intervention services recommended by staff.
- Communicating regularly with the school regarding attendance, absence and academic achievement.
- Actively participating in the development, implementation and evaluation of their student's ILP.

### **School Responsibilities to Ensure Academic Achievement**

- Maintaining a positive and safe place to learn.
- Maintaining and promoting high standards of academic achievement.
- Communicating regularly with parents and students through meetings, conferences, phone calls and written reports.
- Providing opportunities to challenge students and reinforce learning.
- Actively working toward the goal of achieving excellence in our school.
- Providing prevention/intervention referrals to social service agencies.
- Providing high quality curriculum and instruction that is aligned with the Arizona Academic Standards.
- Encouraging parents to volunteer and participate in their students campus and classroom activities.
- Facilitating timely communication through e-mails, phone calls and scheduled appointments.
- Actively participating in the development, implementation and evaluation of each student's ILP.

*We have read, understand and agree to the responsibilities and policies.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



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 \_\_\_\_\_

School \_\_\_\_\_

-----  
 Please provide a copy of the Home Language Survey to the ELL Coordinator/Main Contact on site.

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

# Student Account Agreement For Internet, Computer and Equipment Usage

## Student Section

Printed Student Name: \_\_\_\_\_ Age: \_\_\_\_\_

School Site: \_\_\_\_\_

I have read and understand the District Acceptable Use Policy. I agree to follow the rules contained in this Policy. I understand that if I violate the rules my account can be terminated and I may face other disciplinary measures. This includes all computer use and access.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

.....

## Parent(s)/Guardian(s) Section (or student if over 18 years old)

I have read the District Acceptable Use Policy. I agree to support the rules contained in this Policy.

I hereby release the District, its personnel and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my child's/my use of or inability to use the District System, including, but not limited to, claims that may rise from the unauthorized use of the system to purchase products or services. I will be financially responsible for any misuse of, or damage to, the District System by my child or myself.

I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the District Acceptable Use Policy. I will emphasize to my child the importance of following the rules for personal safety.

I give permission to issue an account for my child/myself and certify that the information contained in this form is correct.

Please check and initial only one box below:

- I give permission to issue an account for my student/myself and certify that the information contained in this form is correct. (Parent initials: \_\_\_\_\_)
- I do not want my student to have access to the internet. (Parent initials: \_\_\_\_\_)
- I would like my student to have limited access to the internet. Please contact me so that we can discuss my concerns. (Parent initials: \_\_\_\_\_)

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

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

Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Work Address: \_\_\_\_\_ Phone: \_\_\_\_\_



# Electronics Usage Policy

In order to preserve the learning environment, limit distractions, and ensure the success of NAA students, NAA will enforce the following policy regarding electronics:

- ❖ During class, cell phones and other portable electronic devices should be turned off or silenced.
- ❖ No portable speakers are allowed on campus.
- ❖ Students cannot make or receive phone calls during class.
- ❖ Students cannot send, receive, or read messages in class.
- ❖ Parents can always reach students during an emergency at 928-536-4222.

Students who violate this policy will face the following possible consequences depending upon the severity and frequency of the violation:

- ❖ Warning
- ❖ Confiscation of device, return at end of day.
- ❖ Confiscation of device, parent must pick up.
- ❖ Loss of privilege to bring device to school.

I have read the electronics usage policy and agree to abide by it.

Student: \_\_\_\_\_ Date: \_\_\_\_\_

I have read the electronics usage policy and agree to support my student in abiding by it.

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

**Northern Arizona Academy**  
**Confidential McKinney-Vento Assistance Program Eligibility Questionnaire**

Your student may be eligible for additional services through the McKinney-Vento Assistance Act 42 U.S.C. 11435. To determine eligibility, please complete this form. **All information is confidential.**

1. Is the student's home address a temporary living arrangement? Yes \_\_\_\_ No \_\_\_\_
2. Is this living arrangement due to economic hardship or loss of housing? Yes \_\_\_\_ No \_\_\_\_

**If you answered YES to ONE of the above questions please complete the remainder of the form. If you answered NO to BOTH of the above questions, you may STOP here. Thank you.**

Where is the student currently living?

- \_\_\_\_ In a motel
- \_\_\_\_ In a shelter
- \_\_\_\_ With one or more families in a residence
- \_\_\_\_ Moving from place to place
- \_\_\_\_ In a place not designed for ordinary sleeping accommodations such as a car, park, campsite or the forest
- \_\_\_\_ In a place **without** electricity, heat, or water

Name of Student: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

Other children in the family:

Name: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_  
Name: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_  
Name: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

The undersigned Parent/Guardian certifies that the information provided is correct.

Name of Parent(s)/Guardian(s): \_\_\_\_\_

Physical Address: \_\_\_\_\_

Telephone Numbers (cell, home, work): \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

If you have any questions or believe you qualify for the McKinney-Vento Education Assistance Program, please call NAA's McKinney-Vento Liaison at **(928) 536-4222 x111** to access services.

**Services:** The following is a list of **possible** services available for eligible McKinney-Vento students.  
~ Immediate school enrollment ~ Tutoring ~ Free School Breakfast/Lunch ~ School Supplies  
~ Transportation to/from School ~ Clothing Bank & Toiletries ~ Extracurricular Programs/School Fees Assistance ~ Free Laundry ~ Information and Referrals to Community Services ~ Assistance in obtaining immunization records and birth certificates ~ Expedited evaluations ~ Other emergency services

## Open Campus Permission Slip

My child **does not** have permission to leave campus before school or the during lunch break.

\_\_\_\_\_ : Parent / guardian initials

My child **has** permission to leave campus before school and / or during the lunch break.

\_\_\_\_\_ : Parent / guardian initials

As Legal guardian of \_\_\_\_\_, I give permission for my son or daughter to leave campus before school and during the lunch break. I have spoken with my child regarding the responsibilities of his or her actions while off campus. We acknowledge that this is a release time for the student and that they are responsible for their own actions. We also acknowledge that the privilege can and will be revoked if misused.

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

# ESEA (Title I) Income Eligibility

The Arizona Department of Education provides the following FY 2024 Income Guidelines for determining eligibility information for federal funding associated with programs funded under the Elementary and Secondary Education Act (ESEA).

Is your family at or below the current income guidelines based on the attached **ESEA (Title I) Income Eligibility Guidelines** schedule?

Indicator 1

Indicator 2

No

Definition of Income: all items such as wages and salaries before any deductions, and other income, such as self employment, welfare, social security, retirement benefits unemployment compensation, worker's compensation, Aid for Dependent Children, alimony, child support, pensions, insurance or annuity payments, etc.

If your family qualifies, please complete the following information for each child:

<u>Child's Name</u>	<u>Name of School</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby certify that all the above information is true and correct.

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

These survey forms should be retained by the school or LEA and kept on file for a period of 5 years.

# ESEA (Title I) INCOME Eligibility GUIDELINES

July 1, 2023- June 30, 2024

## Income Eligibility 1

HOW OFTEN INCOME WAS RECEIVED

Family Size:	Yearly	Monthly	2 x Month (Bi-Monthly)	Bi-Weekly (Every Two Weeks )	Weekly
1	18,954	1,580	790	729	365
2	25,636	2,137	1,069	986	493
3	32,318	2,694	1,347	1,243	622
4	39,000	3,250	1,625	1,500	750
5	45,682	3,807	1,904	1,757	879
6	52,364	4,364	2,182	2,014	1,007
7	59,046	4,921	2,461	2,271	1,136
8	65,728	5,478	2,739	2,528	1,264
<b>Each Additional Member Add:</b>	<b>+6,682</b>	<b>+557</b>	<b>+279</b>	<b>+257</b>	<b>+129</b>

## Income Eligibility 2

HOW OFTEN INCOME WAS RECEIVED

Family Size:	Yearly	Monthly	2 x Month (Bi-Monthly)	Bi-Weekly (Every Two Weeks )	Weekly
1	26,973	2,248	1,124	1,038	519
2	36,482	3,041	1,521	1,404	702
3	45,991	3,833	1,917	1,769	885
4	55,500	4,625	2,313	2,135	1,068
5	65,009	5,418	2,709	2,501	1,251
6	74,518	6,210	3,105	2,867	1,434
7	84,027	7,003	3,502	3,232	1,616
8	93,536	7,795	3,898	3,598	1,799
<b>Each Additional Member Add:</b>	<b>+9,509</b>	<b>+793</b>	<b>+397</b>	<b>+366</b>	<b>+183</b>

**Note:**

If all income is received on the same schedule

**Example: alimony = \$100 / month & pension = \$300 / month**

**DO NOT use conversion factors**

If family reports income sources from more than one schedule

**Example: alimony = \$100 / month & pension = \$300 / week**

Income **MUST** be converted to yearly.

Yearly Income = Monthly	x 12
Yearly Income = Twice Per Month (Bi-Monthly)	x 24
Yearly Income = Every Two Weeks (Bi-Weekly)	x 26
Yearly Income = Week	x 52

**DO NOT round the values resulting from each conversion**

### Transportation Information

Please complete the information below so transportation can be arranged for your student. If your student does not need transportation, please indicate that the school will not be expected to provide transportation by checking the box below.

My student does not need transportation to or from school.

Student Name: \_\_\_\_\_

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

Parent/Guardian Phone: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

Closest Paved Crossroads: \_\_\_\_\_

Due to liability concerns and to avoid damage to Northern Arizona Academy's vehicles, NAA does not use its vehicles on unpaved roads. Exceptions will be made to this policy if the student is identified as a student in foster care or is provided service under McKinney-Vento. If your student is in foster care or is provided service under McKinney-Vento, please contact the school so transportation arrangements can be made at 928.536.3920 or [acarlyle@naacharter.org](mailto:acarlyle@naacharter.org).

# CONTACTS

Amy Carlyle: Executive Director	<a href="mailto:acarlyle@naacharter.org">acarlyle@naacharter.org</a>	928-536-3920	
Nichole Sellers: NSLP and UFB	<a href="mailto:nsellers@naacharter.org">nsellers@naacharter.org</a>	928-536-4222	x100
Christina Cormier: Campus Manager	<a href="mailto:ccormier@naacharter.org">ccormier@naacharter.org</a>	928-536-4222	x102
Melanie Moore: Records and Attendance Attendance	<a href="mailto:mmoore@naacharter.org">mmoore@naacharter.org</a>	928-536-4222	x103
Lydia Humphries: SPED and Outreach	<a href="mailto:lhumphries@naacharter.org">lhumphries@naacharter.org</a>	928-536-4222	x111

## Notice of Nondiscrimination

Career Development Inc dba Northern Arizona Academy does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to Career Development Inc dba Northern Arizona Academy Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, Denver Office Office for Civil Rights U.S. Department of Education Cesar E. Chavez Memorial Building 1244 Speer Boulevard, Suite 310 Denver, CO 80204-3582 Telephone: 303-844-5695 FAX: 303-844-4303; TDD: 800-877-8339 Email: [OCR.Denver@ed.gov](mailto:OCR.Denver@ed.gov) or both. Career Development Inc dba Northern Arizona Academy Title IX Coordinator is the Executive Director 1300 Centennial Blvd Taylor, AZ 85939 [acarlyle@naacharter.org](mailto:acarlyle@naacharter.org) 928-536-3920.

Career Development Inc dba Northern Arizona Academy nondiscrimination policy and grievance procedures can be located at <https://naacharter.org/> at the bottom of the home page.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to <https://naacharter.org/> or file your complaint via mail at Career Development Inc. PO BOX 125 Taylor, AZ 85939 or email at [acarlyle@naacharter.org](mailto:acarlyle@naacharter.org) or in person at 1300 Centennial Blvd Taylor, AZ 85939.