

PIMA VOCATIONAL HIGH SCHOOL

Enclosed in this packet are the forms needed to enroll at
Pima Vocational High School

Please take the time to fill out each form completely and to the parents of students under 18 years of age, signatures are necessary to process the registration.

In addition to the enrollment packet, Pima Vocational High School requires a certified copy of the student's birth certificate and an immunization record.

- **Birth Certificate** - Students entering in the Pima Vocational High School for the first time must present a certified copy of their birth certificate or other acceptable evidence of date of birth and name. This is a definite requirement for all students. If the documents are not immediately available;
- the student's baptismal certificate, an application for a social security number or original school registration records, accompanied by a notarized affidavit explaining the inability to provide a copy of the birth certificate, can meet the requirement for no more than thirty (30) days of registration or
- a letter from the authorized representative of an agency having custody of the student pursuant to Arizona Revised Statutes certifying that the student has been placed in the custody of the agency as prescribed by law.

- **Immunization** – the student's immunization record must be submitted to Pima Vocational High School prior to enrollment. It must show the date the student was given each required shot. If you do not have an immunization record or the student has not received all required shots, call your doctor now for an appointment or the local health department for the date and location of the next immunization clinic. A student may be conditionally enrolled provided that immunizations are initiated.

- **Proof of Arizona Residency** – Approved documentation that displays parent/legal guardian name and residential address.

- **PVHS Uniform** - White uniform shirts cost \$6 each and gray uniform shirts (for students with 16 or more credits) cost \$7 each, which helps to cover the cost of the shirts and the logo printing. Uniform shirts are required at all times when a student is on campus; therefore, a prospective student cannot be enrolled until he/she has purchased a shirt.

Federal law states that "homeless students registering for school are exempt from having all the listed documents at the time of enrollment". PVHS staff will assist students with obtaining the necessary documents after enrollment.

**A parent or guardian must accompany students who are under the age of eighteen (18).
The student is responsible for transportation to the school site and
to the work experience site**



PIMA
VOCATIONAL
HIGH SCHOOL

A School
To Work
Program

July 2019

Dear Parents,

We are pleased to notify you that in accordance with the No Child Left Behind Act of 2001, you have the right to request information regarding the professional qualifications of your child's teacher. Specifically, you may request the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher and the field of discipline of the certification degree.
- Whether the child is provided services by paraprofessionals and if so their qualifications.

If you would like to receive information regarding the professional qualifications of your child's teacher feel free to contact me at 724-9740 and I will be happy to assist you.

Sincerely,

Michele Ray

Michele Ray
Director

175 West Irvington Road 85714 • 5025 West Ina Rd. 85743
(520) 724-9740 • Fax (520) 770-4181

A publicly funded charter school
A program of Pima County Community Services Employment & Training



**PIMA
VOCATIONAL
HIGH SCHOOL**

A School
To Work
Program

Dear Parent/Legal Guardian:

July 2019

Pima Vocational High School receives school-wide Title 1 funding. This funding is given for students who are considered low-income, underperforming and homeless. Title 1 allows for PVHS students to benefit from having a Youth Specialist at each campus who assists with emergency needs and connects students with community resources through local agencies. These agencies include but are not limited to: Youth On Their Own, Tucson Urban League, One Stop, and Sullivan Jackson Employment Center. Youth Specialists are also responsible for meeting with students to develop graduation plans, acting as senior advisors, teaching the vocational classes which prepare students for the world of work, and overseeing the work-placement program. All students receive personalized attention from teachers, tutors and Youth Specialists.

Pima Vocational High School takes pride in successfully utilizing nationally recognized best practices that ensure the success of our students.

These include:

- Small class sizes
- Individual and small group tutoring
- Highly Qualified teachers – résumés are on file at the school office
- Youth Specialists to assist with social services
- A mentoring school-to-work program
- Weekly meetings with an academic advisor
- Data driven instruction (academic assessments are used to determine student progress and adapt instruction accordingly)

We encourage all parents/ guardians to become involved by participating in the Title I Parent/School Site Team. Please contact Michele Ray at 520-724-9740 if you are interested in being part of a committee or would like more information on our school.

Educationally yours,

Michele Ray

Michele Ray
School Director

175 West Irvington Rd 85714. • 5025 West Ina Rd. 85743
(520) 724-9740 • Fax (520) 770-4181

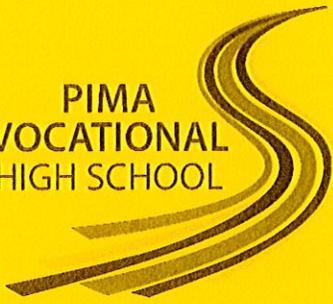
A publicly funded charter school

A program of Pima County Community Services Employment & Training



July 16, 2019

Parents, please note that as a Title 1 local educational agency and school, PVHS will provide upon request any state or local educational agency policy regarding student participation in any assessments mandated by section 1111(b)(2) and by the state or local educational agency. Policy shall include procedure and/or parental right to opt the child out of such assessment where applicable.



PIMA
VOCATIONAL
HIGH SCHOOL

Dear Parents,

Effective September 21, 2006, ARS 15-891 Arizona Scholarships for Pupils with Disabilities Program became law. The purpose of this letter is to advise you of all options available pursuant to this article. If you are dissatisfied with your child's progress:

1. You have the opportunity to enroll your child in another public school within the district, or request an Arizona Scholarship to a qualified private school from the Arizona Department of Education.
2. You may also choose to enroll your child in an adjacent school district that has available space and that has a program that complies with the child's IEP

Detailed information regarding this program, including a copy of this law and application form, may be obtained at the Arizona Department of Education website at: <http://www.ade.az.gov/hb2676/>

Estimados Padres,

Desde el 21 de Septiembre, 2006, ARS 15-891 El Programa de Becas de Arizona para Alumnos con Incapacidades, es ley. El propósito de esta carta es de aconsejarle de todas las opciones disponibles en cuanto este artículo. Si usted no está satisfecho con su progreso de niño:

1. Usted tiene la oportunidad de matricular a su estudiante en otra escuela pública dentro del distrito, o solicitar una Beca de Arizona a un colegio privado calificado del Departamento de Arizona de la Educación.
2. Usted también podrá escoger matricular a su estudiante en otro distrito de escuela que tiene espacio disponible y tiene un programa que se conforma con el IEP de su estudiante.

Información detallada con respecto a este programa, inclusive una copia de la ley y el formulario de solicitud, puede ser obtenida en la página de Internet del Departamento de Arizona de Educación en: <http://www.ade.az.gov/hb2676/>

175 West Irvington Rd. 85714 • 5025 West Ina Rd. 85743
(520) 724-9740 • Fax (520) 770-4181

A publicly funded charter school

A program of Pima County Community Services Employment & Training

July 16, 2019

Dear Parents,

The Pima Vocational High School calendar for 2019-20 is located on the back of this letter and gives you information on holidays and other dates, such as Teacher Planning days, when school will not be in session. The calendar also gives information on early- release dates, which are listed below and are bold-faced and italicized on the calendar. **Please note that every Wednesday is an early- release day at 12:30pm.**

Thursday, August 29th

Thursday, October 17th

Thursday, December 5th (Senior Celebration)

Thursday December 12th (Senior Graduation)

Monday, February 27th

Monday, April 23rd

Thursday, June 4th (Senior Celebration)

Friday, June 11th (Senior Graduation)

There may be other early- release dates throughout the year, and every attempt will be made before those dates to contact the parents of minors.

If you have any questions regarding the 2019-20 PVHS school calendar, please feel free to call me at (520) 724-9740.

Sincerely,

Leslie L. Lynch

Leslie L. Lynch
Program Coordinator

PIMA VOCATIONAL HIGH SCHOOL SCHOOL CALENDAR 2019/20

	July 2019							August 2019							September 2019						
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10		12	13	14
	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
	28	29	30	31				25	26	27	28		31		29	30					

	October 2019							November 2019							December 2019							
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5	3	4	5	6	7	8	9	2	1	2	3	4		6	7
	6	7	8	9	10	11	12	10	11	12	13	14	15	16	8	9	10			13	14	
	13	14	15	16	17	18	19	17	18	19	20	21	22	23	15	16	17	18	19	20	21	
	20	21	22	23	24	25	26	24	25	26	27	28	29	30	22	23	24	25	26	27	28	
	27	28	29	30	31										29	30	31					

	January 2020							February 2020							March 2020						
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4							1	1	2	3	4	5	6	7
	5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14
	12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19		21
	19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28
	26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31				

	April 2020							May 2020							June 2020							
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4								1	2	1	2	3			5	6
	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10		13		
	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
	19	20	21	22			25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
	26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					
								31														

- 2019**
- July 16
 - September 2
 - August 30
 - September 11
 - October 18 & 21
 - November 11
 - November 28 & 29
 - December 5
 - December 11
 - December 12
 - December 13
 - December 13- January 7
- 2020**
- January 1
 - January 20
 - February 17
 - February 20 & 21
 - February 28
 - March 20 & 23
 - April 9 - 13
 - April 24
 - May 25
 - June 4
 - June 11
 - June 11
 - June 12
 - July 16 - August 29
 - September 3 - October 17
 - October 22 - December 12
 - January 8 - February 27
 - March 2 - April 23
 - April 27 - June 11

- First Day of School
- Labor Day
- Back to School
- Teacher's Payoff
- Veteran's Day
- Thanksgiving Holiday
- Winter Break
- New Year's Day
- MLK Day
- President's Day
- Rodeo Break
- Teacher's Payoff
- Spring Break
- Teacher Planning
- Memorial Day
- Teacher Planning
- Session 1
- Session 2
- Session 3
- Session 4
- Session 5
- Session 6

Bold Face

Welcome to the 2019-2020 school year!

We at Pima Vocational High School are very proud of our program and believe that it can provide a successful school experience for all our students. A vital component of a successful program is the participation of the persons close to our students and interested in their progress and success at PVHS. That group includes family, parents, friends, extended family and mentors of the students.

We want to encourage you to contact us with any questions, concerns, and suggestions for improving our program. We also invite you to participate with your student in events and activities during the year.

Important telephone numbers:
Irvington Road Campus – 724-9740
Ina Road Campus – 724-9400

Website: Pimavocational.org

<https://www.facebook.com/PimaVocationalHighSchool>

The following are the primary ways we at Pima Vocational High School seek to connect with all student families, friends, mentors, and students themselves. Please check the listing here to be sure you have received all information regarding school programs and policies. Call anytime if you would like more information on the events or items.

A comprehensive family packet given at registration time

The formation of a committee composed of mentors, chosen “family”, parents, extended family, and students to review and revise current involvement policies as well as school safety policies, and technology practices and plans

Frequent individual home visits by bilingual youth specialists on staff

Family/mentor events held in the evening in December and June to coincide with graduation and acknowledgement events

An annual open house planned and produced by the students

Frequent phone calls for positive reports given by teachers, advisors, and staff

Invitations to parents and significant others to attend orientations and student conferences

Continued efforts to assist mentors, families, and students to have access to personal computers to view school and student news on the school web site

Sincerely,
Pima Vocational High School Staff and Administration



Grading Practices

Pima Vocational High School is an Outcome Mastery school. During each six-week session, it is expected that students will master the outcomes of the courses in which they are enrolled. At PVHS, student participation, and therefore, attendance is essential to mastering outcomes. Classes are engaging and relevant, so the student who attends every day will be actively participating and, therefore, earn the grades necessary to demonstrate mastery.

Teachers use a grading system called Engrade, in which students, as well as parents of students who are under 18, are able to log in and check their specific course progress for each class. Overall, the grading breakdown generally contains three categories – Class Participation/Attendance, Assignments, and Final Exam. *[Within each department at PVHS – English, Social Studies, Math, Science, and Vocational – the above categories are consistently weighted.* For example, the categories in the Social Studies department, regardless of which site the student attends, are weighted: Class Participation – 50%; Assignments – 35%; Final Exam – 15%].*

Students and/or parents who would like to obtain the access code to see their own or their child's progress will need to contact the Engrade administrator at the campus their child attends. For the Irvington Campus, please call the main number 724-9740. For the Ina Campus, contact Tria Aronow at 724 – 9402.

* The above grade breakdown does not apply to PLATO and other Independent Studies. Instead, for PLATO and other Independent Studies, students are expected to complete the assignments, chapter tests, and final exams or projects to demonstrate mastery.

Annual Notification to Parents Regarding Confidentiality of Student Education Records

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school within 45 days of a request made to the school administrator. Schools are not required to provide copies of records unless it is impossible for parents or eligible students to review the records without copies. Schools may charge a fee for copies.
- Parents or eligible students have the right to request in writing that a school correct records that they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:
 - o School officials with legitimate educational interest
 - A school official is a person employed or contracted by the school to serve as an administrator, supervisor, teacher, or support staff member (including health staff, law enforcement personnel, attorney, auditor, or other similar roles); a person serving on the school board; or a parent or student serving on an official committee or assisting another school official in performing his or her tasks;
 - A legitimate educational interest means the review of records is necessary to fulfill a professional responsibility for the school;
 - o Other schools to which a student is seeking to enroll;
 - o Specified officials for audit or evaluation purposes;
 - o Appropriate parties in connection with financial aid to a student;
 - o Organizations conducting certain studies for or on behalf of the school;
 - o Accrediting organizations;
 - o To comply with a judicial order or lawfully issued subpoena;
 - o Appropriate officials in cases of health and safety emergencies; and
 - o State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, sports participation (including height and weight of athletes) and dates of attendance unless notified by the parents or eligible student that the school is not to disclose the information without consent.

The Individuals with Disabilities Education Act (IDEA) is a federal law that protects the rights of students with disabilities. In addition to standard school records, for children with disabilities education records could include evaluation and testing materials, medical and health information, Individualized Education Programs and related notices and consents, progress reports, materials related to disciplinary actions, and mediation agreements. Such information is gathered from a number of sources, including the student's parents and staff of the school of attendance. Also, with parental permission, information may be gathered from additional pertinent sources, such as doctors and other health care providers. This information is collected to assure the child is identified, evaluated, and provided a Free Appropriate Public Education in accordance with state and federal special education laws.

Each agency participating under Part B of IDEA must assure that at all stages of gathering, storing, retaining and disclosing education records to third parties that it complies with the federal confidentiality laws. In addition, the destruction of any education records of a child with a disability must be in accordance with IDEA regulatory requirements.

For additional information or to file a complaint, you may call the federal government at (202) 260-3887 (voice) or 1-800-877-8339 (TDD) OR the Arizona Department of Education (ADE/ESS) at (602) 542-4013. Or you may contact:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-5901	Arizona Department of Education Exceptional Student Services 1535 W. Jefferson, BIN 24 Phoenix, AZ 85007
---------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------

This notice is available in English and Spanish on the ADE website at www.ade.az.gov/ess/resources under forms. For assistance in obtaining this notice in other languages, contact the ADE/ESS at the above phone/address.

Information for School-Aged Youth

If you live in any of the following situations:

- In a shelter, motel, vehicle, or campground
- On the street
- In an abandoned building, trailer, or other inadequate accommodations, or
- Doubled up with friends or relatives because you cannot find or afford housing

Then, you have certain rights or protections under the McKinney-Vento Homeless Education Assistance Act.

You have the right to:

- Go to school, no matter where you live or how long you have lived there. You must be given access to the same public education provided to other students.
- Continue in the school you attended before you became homeless or the school you last attended, if that is your choice and is feasible. The school district's local liaison for homeless education must assist you, if needed, and offer you the right to appeal a decision regarding your choice of school if it goes against your wishes.
- Receive transportation to the school you attended before you became homeless or the school you last attended, if you request such transportation.
- Attend a school and participate in school programs with students who are not homeless. Students cannot be separated from the regular school program because they are homeless.
- Enroll in school without giving a permanent address. Schools cannot require proof of residency that might prevent or delay school enrollment.
- Enroll and attend classes while the school arranges for the transfer of school and immunization records or any other documents required for enrollment.
- Enroll and attend classes in the school of your choice even while the school and you seek to resolve a dispute over enrollment.
- Receive the same special programs and services, if needed, as provided to all other students served in these programs.
- Receive transportation to school and to school programs.

When you move, you should do the following:

- Contact the school district's local liaison for homeless education (see phone number below) for help in enrolling in a new school or arranging to continue in your former school. (Or, someone at a shelter, social services office, or the school can direct you to the person you need to contact.)
- Tell your teachers anything that you think they need to know to help you in school.
- Ask the local liaison for homeless education, the shelter provider, or a social worker for assistance with clothing and supplies, if needed.

Local Area Contacts:

State Coordinator:

If you need further assistance, call the National Center for Homeless Education at the toll-free HelpLine number:

1-800-308-2145



Información para Jóvenes de Edad Escolar

Si usted vive bajo una de las siguientes condiciones:

- en un albergue, motel, vehículo, o parque para acampar
- en la calle o al aire libre
- en un edificio abandonado, remolque-residencia (trailer) u otro alojamiento inadecuado
- comparatiendo una vivienda con otra familia o algún pariente a causa de no poder encontrar alojamiento o por falta de recursos económicos

Entonces, usted tiene ciertos derechos y protecciones bajo el Acta de Asistencia Educativa para “Las Personas Sin Hogar” de McKinney-Vento (McKinney-Vento Homeless Education Assistance Act).

Usted tiene el derecho de:

- asistir a la escuela, no importa donde vive o qué tanto tiempo haya vivido allí. Tiene el privilegio de acceso a la misma educación pública y debe ser proveído de los mismos servicios que se ofrecen a los otros estudiantes que no se encuentran sin hogar.
- seguir asistiendo a la escuela en donde asistió antes de llegar a quedarse sin hogar o a la última escuela que asistió, si esto es su deseo y es práctico. El oficial de intercomunicación para los niños y jóvenes sin hogar del distrito escolar tiene que ayudarlo, si es necesario, y tiene que darle la oportunidad de apelar la decisión tocante adonde asistirá a la escuela si la decisión va en contra de sus deseos.
- recibir servicios de transportación a la escuela en donde asistió antes de llegar a quedarse sin hogar o a la última escuela en donde asistió, si usted pide tales servicios.
- asistir a la escuela y participar en programas y actividades escolares con estudiantes que tienen hogar. Los jóvenes no pueden estar separados del plan escolar normal y regular porque esten sin hogar.
- inscribirse en una escuela sin tener que proveer ninguna dirección de domicilio permanente. Las escuelas no están autorizadas a requerir ninguna prueba de residencia que pueda impedir o retrasar su inscripción en la escuela.
- inscribirse en una escuela y asistir a sus clases mientras que la escuela haga los trámites necesarios para obtener los archivos escolares, los datos de inmunizaciones, o cualquier otro documento necesario para inscribirse.
- inscribirse y asistir a clases en la escuela que usted selecciona mientras que la escuela y usted busquen resolver una disputa sobre la escuela seleccionada. (Cada distrito escolar tiene una persona asignada como el oficial de intercomunicación para los niños y jóvenes sin hogar quien los ayudará a resolver estas disputas cuando falta la presencia de los padres.)
- estar proveídos de los mismos programas y servicios especiales, si son necesarios, que se ofrecen a los demás estudiantes que tienen hogar y están recibiendo estos servicios.
- recibir transporte escolar a la escuela y a los programas escolares.

Cuando cambie de residencia, debe hacer lo siguiente:

- comunicarse con la persona asignada como el oficial de intercomunicación para los niños y jóvenes sin hogar del distrito escolar (vea los datos de contacto al pie de esta columna) para ayuda en inscribirse en una nueva escuela or para hacer los arreglos necesarios para que pueda seguir en la escuela donde había asistido. (Empleados de los albergues, de los servicios sociales en su comunidad, o de la escuela puede dirigirles a la persona con quien se deben comunicar.)
- comunicarles a sus maestros cualquier información que usted piensa sea necesaria para que ellos puedan ayudarlo en la escuela.
- pedir al oficial de intercomunicación para los niños y jóvenes sin hogar, los empleados del albergue, o a los trabajadores sociales asistencia con ropa y útiles escolares, si es necesario.

Contacto Local:

Coordinador Estatal:

Si necesita ayuda adicional, llame al Centro Nacional de Educación para “Los Sin Hogar” (National Center for Homeless Education) al número de ayuda gratis:

1-800-308-2145





City of Tucson Transit Reduced Fare Program

LOW INCOME

Eligibility Criteria: applicant(s) must meet the U.S. Department of Labor's Lower Living Standard Income Level. Qualification is based on household income, and complies with the standards listed in Tucson City Code. Application approval enables passengers to pay the reduced fare on Sun Tran and Sun Shuttle routes.

How to Apply Checklist:

- Complete the application before meeting with Special Services Staff.
- Please provide one of the following valid photo IDs for all individuals over the age of 15 who are applying for a low-income ID:
 - Driver's license
 - State ID card
 - Passport
 - Government-issued ID
 - School ID
 - Tribal ID
- Please provide current evidence of total household income, including the total number of individuals in household and documentation of all sources of income from each individual listed on the application. Documentation includes but is not limited to:
 - Award letter and/or printed statement showing valid dates of benefits from the Arizona Department of Economic Security for Food Stamp benefits
 - Award letter and/or printed statement showing valid dates of benefits from the Arizona Department of Economic Security for Unemployment benefits
 - W-2 form
 - Paycheck stub(s) - dated within the last 30 days
 - Social Security award letter
 - Supplemental Security income
 - State Supplemental payment
 - Veteran's Affairs benefits
 - Worker's Compensation
 - Federal tax return
- Bring the completed application, proof of all income, and valid photo ID(s) to: Special Services Office, 35 W. Alameda, Tucson, Arizona 85701. For questions, please call (520) 791-4100.

Terms & Conditions:

1. SunGO ID & Cards for qualified low-income passengers are valid for one year from date of issue.
2. The SunGO ID & Card can be used only by the person to whom it is issued. Each person in the low-income household over the age of five must apply for his/her own individual SunGO ID & Card.
3. The Special Services Office reserves the right to verify the information provided on the application form.
4. Applications will remain confidential.

suntran

About SunGO

Starting June 30, 2013, the new SunGO fare payment system is launching. SunGO utilizes smart card technology to provide a convenient way to pay a fare and transfer throughout the region on Sun Tran, Sun Express, Sun Shuttle and the Sun Link modern streetcar. The SunGO smart card serves as the fare payment card that can store cash value or passes for passenger convenience and boarding ease. Just tap the card to the farebox and go!

A smart card resembles a credit card in size and shape, but inside has a computer chip instead of a magnetic stripe. For transit, the smart card will serve as the fare payment card and can store cash value or passes.

Pima Vocational High School Sun Tran Bus Pass Policy

- To get reduced fare bus passes you **MUST** show a valid Sun Tran SunGO ID card.



- There is a 48 hour waiting period for rides to be credited on the SunGO cards.
- Student **MUST** have good attendance and passing his/hers classes to get fares credited.
- Students must report lost or stolen cards to Sun Tran ASAP.

PIMA VOCATIONAL HIGH SCHOOL REGISTRATION

Name: _____
Last First MI

DOB: _____ Social Security # _____

Ethnicity: Hispanic/Latino Yes No

Race: (Please check all that apply)

White Black or African American Asian Native Hawaiian or Other Pacific Islander

Native American or Alaskan Native - If Native American what Tribe/Nation _____

Phone #: _____ Gender: _____ Place of Birth: _____

Address: _____ Zip: _____

With whom does the student live?

Mother Father Grandmother Grandfather Guardian Other _____

Name: _____ Phone: _____ E-mail: _____

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? _____

Were you receiving Free/Reduced lunch at any of your previous schools? Yes _____ No _____

List all the high schools in order attended: 1st) _____ 2nd) _____

3rd) _____ 4th) _____

Has the student ever been enrolled in a special education program? _____ Yes _____ No

If yes, When _____ Where _____

I certify that the information provided is true and correct.

I received the following information: AZEIP, IDEA, FERPA & NCLB Eligibility

Signature _____ Date _____

***** Office Use Only *****

Entry Date _____ Entry Code _____

Grade Level _____ Cohort _____ SAIS Number _____

Verification of Birth Cert _____ Verification of Immun _____ Verification of Residency _____

Date Entered into SchoolMaster _____ Entered into SchoolMaster by _____

Verified By & Date _____



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

Student _____ School Pima Vocational High School

School District or Charter Holder: Pima County

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
- ___ 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

*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.



**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 _____ Pima County

School _____ Pima Vocational High 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.



Estado de Arizona
Departamento de Educación
Servicios de Aprendizaje del Inglés

Idioma Principal en el Hogar excluyendo el inglés (PHLOTE)
Encuesta sobre el Idioma en el Hogar
(Efectivo el 4 de abril de 2011)

Preguntas en conformidad con R7-2-306(B)(1), (2)(a-c) del Reglamento de la Junta Directiva.

Las respuestas que proporcione a las preguntas siguientes serán usadas para determinar si se evaluará la competencia en el idioma inglés de su hijo(a).

1. **¿Cuál idioma se habla principalmente en su hogar sin considerar el idioma que habla el estudiante?** _____
2. **¿Cuál idioma habla el estudiante con mayor frecuencia?** _____
3. **¿Cuál fue el primer idioma que aprendió el estudiante?** _____

Nombre del estudiante _____ Núm. de identificación _____

Fecha de nacimiento _____ Núm. de SAIS _____

Firma del padre o tutor _____ Fecha _____

Distrito o Charter _____ Pima County _____

Escuela _____ Pima Vocational High 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.

Guidelines to Determine Eligible Students

The Arizona Department of Education provides the following FY 2017 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 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, workers 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>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

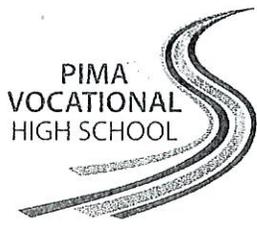
I hereby certify that all of the above information is true and correct.

Parent/Guardian Signature _____ Date: _____

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

ESEA Eligibility Guidelines
Effective from July 1, 2016 to June 30, 2017

Household Size	Indicator 1					Indicator 2				
	Yearly	Monthly	Twice per month	Every 2 weeks	Weekly	Yearly	Monthly	Twice per month	Every 2 weeks	Weekly
1	\$15,444	\$1,287	\$644	\$594	\$297	\$21,978	\$1,832	\$916	\$846	\$423
2	\$20,826	\$1,736	\$868	\$801	\$401	\$29,637	\$2,470	\$1,235	\$1,140	\$570
3	\$26,208	\$2,184	\$1,092	\$1,008	\$504	\$37,296	\$3,108	\$1,554	\$1,435	\$718
4	\$31,590	\$2,633	\$1,317	\$1,215	\$908	\$44,955	\$3,747	\$1,874	\$1,730	\$865
5	\$36,972	\$3,081	\$1,541	\$1,422	\$711	\$52,614	\$4,385	\$2,193	\$2,024	\$1,012
6	\$42,354	\$3,530	\$1,765	\$1,629	\$815	\$60,273	\$5,023	\$2,512	\$2,319	\$1,160
7	\$47,749	\$3,980	\$1,990	\$1,837	\$919	\$67,951	\$5,663	\$2,832	\$2,614	\$1,307
8	\$53,157	\$4,430	\$2,215	\$2,045	\$1,023	\$75,647	\$6,304	\$3,152	\$2,910	\$1,455
For Each Add'l Household Member Add	\$5,408	\$451	\$226	\$208	\$104	\$7,696	\$642	\$321	\$296	\$148



HEALTH CONCERNS/HEALTH HISTORY

Student Name: _____

DOB: _____

____ Check here if your child **DOES NOT** have any health issues (sign at bottom)
If your child has health concerns please check all current health conditions below and
fill in blanks if applicable.

Parent/guardian is responsible for notifying the school of new or existing health concerns and ensure the student has the necessary medication.

ALLERGIES

Food: _____ Bee/Insect: _____ Allergy to medication: _____ Other: _____
____ Student carries Epi Pen ____ Other Treatment _____

ASTHMA

Triggers: Exercise: _____ Environmental: _____ Other: _____
____ Student carries an inhaler.
____ Student was diagnosed with asthma but no longer uses an inhaler – date of last asthma episode: _____

DIABETES

____ *Type I (takes insulin) ____ Insulin Pump ____ Pen ____ Syringe ____ Type II (diet/exercise/medication controlled)
____ Student carries insulin.

EMOTIONAL/BEHAVIORAL/PSYCHOLOGICAL/DEVELOPMENTAL

____ ADD ____ ADHD ____ Anxiety ____ Asperger's ____ Autism ____ Bipolar ____ Depression ____ Developmental Delay
____ Mood Disorder ____ OCD ____ ODD ____ PTSD ____ Schizophrenia ____ Other: _____

HEARING/VISION

Known hearing/vision loss explain: _____ ____ Hearing Aid ____ Glasses/Contacts ____ Other
vision problem: _____

MOBILITY/ACTIVITY

Activity restriction explain: _____
Student uses an assistive device: ____ Wheelchair ____ Walker ____ Other: _____

SEIZURES

Type of seizure: _____ Date of last seizure: _____

OTHER MEDICAL ISSUES (if you check and conditions below please explain in space provided)

Bleeding disorder Birth defect/disorder Cancer Cerebral Palsy Concussion Endocrine
 Gastrointestinal/Bladder Skin condition Heart condition Hypertension Migraines Other

Explanation: _____

MEDICATION

Medication taken at home: _____

Medication to be taken at school (student will be responsible for personal medications): _____

Information provided on this form will replace and/or update any previous health information received with the exception of Life-Threatening Health Conditions (contact the office about removing this information). It is the parent/guardian responsibility to notify the health office if any changes occur in their child's health status.

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____

Date: _____

Emergency Contacts

Name: _____ Phone No. _____ Relationship: _____

Name: _____ Phone No. _____ Relationship: _____

Name: _____ Phone No. _____ Relationship: _____

Students Under 18

I give consent for my child to be taken to the closest hospital by school personnel or ambulance and emergency care provided there until I can be contacted in the case of a medical need or serious injury.

(Parent Signature) _____

Pima Vocational High School School-Parent Compact

Pima Vocational High School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the Arizona's high standards.

This school-parent compact is in effect during school year 2018-2019.

School Responsibilities

Pima Vocational High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
(See School's best practices and strategies demonstrated and given out to families at the fall Community Nights)
2. Hold parent-teacher conferences in conjunction with the fall/spring Community Nights during which this compact will be discussed as it relates to the individual child's achievement.
3. Provide parents with frequent reports on their children's progress at the end of each 6 week session. Mailed to parents of students under 18 years of age.
4. Provide parents reasonable access to staff after school daily from 2:00 to 4:30 PM.
5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities as noted in the annual letter to families given out at the beginning of school each July or at the time the student enrolls if later in the year.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television their children watch.
- Volunteering in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on Pima Vocational High School's Improvement Team, the Title I Policy Advisory Committee, the Core Parent Advisory Council, or Arizona's Committee of Practitioners.

Parent/Guardian Signature

Date

Pima Vocational High School School-Parent Compact

Pima Vocational High School y los padres de los estudiantes participando en actividades, servicios, y programas financiados pro Título I, Parte A de la Primaria y Secundaria Educación Act (ESEA) (niños participantes), de acuerdo en este pacto describe como los padres, el personal de toda la escuela, y los estudiantes compartirán la reponsabilidad de mejores logros academicos y los medios por los cuales la escuela y los padres se construir y desarrollar una alianza que ayudará a los niños alcanzar altos estándares de Arizona.

Este Pacto de la escuela y los padres es en efecto el año escolar 2018-2019.

Responsabilidades de la Escuela

Pima Vocational High School será:

1. Ofrecer estudios de alta calidad e instrucción en un ambiente de aprendizaje solidario y eficaz que permite a los niños participantes a cumplir con los siguientes estándares de logros académicos de estudiantes del estado:
(De véase escuela mejores prácticas y estrategias demostrado y entregado a las familias en las noches de comunidad de caída).
2. Celebrar conferencias de padres y maestros junto con el otoño/primavera Noches de Comunidad durante que este pacto se discutirán lo que se refiere al logro individual del niño.
3. Proporcionar a los padres informes frecuentes sobre el progreso de sus hijos al final de cada sesión de 6 semanas. Enviados a los padres de estudiantes menores de 18 años edad.
4. Proporcionar a los padres acceso razonable al personal despues de la escuela todos los dias de 2:00 a 4:30.
5. Proporcionar oportunidades de padres voluntarios y participar en clase de su hijo y observar las actividades de aula como se senala en la carta annual a las familias dadas al principio de la escuela cada mes de julio o en el momento el estudiante se inscriba si más adelante en el ano.

Responsabilidades de los Padres

Nosotros, como padres, apoyará nuestro aprendizaje de los niños de las siguientes maneras:

- Control de asistencia.
- Asegurarse de que la tarea se ha completado.
- Monitoreo de cantidad de la televisión ven sus hijos.
- Ser voluntario en el salón de mi hijo.
- Participantes, según corresponda, en las decisiones relativas a la educación de mis hijos.
- Promover el positivo el uso de tiempo extracurricular de mi hijo.
- Mantenerse informado sobre la educación de mi hijo y comunicarse co la escuela leyendo todos los avisos de la escuela o el distrito escolar que ya sea recibido por mi hijo or por correo y respondiendo, según el caso.
- Porción, a la medida de lo possible, en grupos de asesoramiento de politica, por ejemplo, el *Título I*, parte un representante de padres en Pima Vocational Hish School Improvement Team, Título I Política Comité Consultivo, el Consejo Consultivo Núcleo Padre, o Comité Profesionales de Arizona.

Firma del Padre/Guarda

Fecha

Pima Vocational High School AzEIP

Students Name: _____ DOB _____

Name of Brothers/Sisters

DOB

Name of Children

DOB

Pima Vocational High School
CONSENT TO USE

Photographs/Videotapes/Images/Audio/Artwork/ Creative Writing

Throughout the school year, Pima Vocational High School (PVHS) takes photographs and makes videotapes of student activities, awards and community involvement. With permission of the emancipated student or the responsible adult, PVHS may share the photos or videos, creative writings and artwork to present positive images of the student body and the school. Federal law requires PVHS to obtain permission to publish photos or videos of a student or share a student's work.

I understand that, by signing this Consent to Use, any of photograph, videotape, image and audiotape and any creative writing or artwork may be used in broadcast, print, and electronic media, and on social media websites. I understand that anything posted by the PVHS on social media websites and the World Wide Web can be seen by anyone across the country and around the world. Once posted PVHS cannot control further use by others.

I understand that I am not required to sign this form. If I do not sign below, PVHS will not use any photo, videotape, creative writing or artwork of my child in any way. I may also withdraw my consent at any time by providing a written withdrawal to PVHS administration.

By signing this Consent to Use, I also agree to allow PVHS to use any of photograph, videotape, image, audiotape, creative writing or artwork in publications, advertisements, video productions, and public service announcements.

I understand that neither I nor my child will receive, or will be entitled to receive, any kind of compensation for anything used by PVHS pursuant to this Consent to Use. I also understand that PVHS has no obligation to, but may identify my child for a photo or video, creative writing or artwork that is shared with the public in any way.

I give consent to let the Pima Vocational High School (PVHS) use photographs, videotapes, images, and audiotapes of my child while involved in PVHS activities. **This Consent to Use applies to the following PVHS student(s):**

I hereby release and hold harmless Pima County from any and all claims or liabilities arising out of the use of any photographs, videotapes, images, or audiotapes of my child.

Signed: _____

Date: _____

Printed Name: _____

Relation to Student: _____

Address: _____

Phone: _____

I am the student at PVHS named on this form. I am at least 18 years old (or legally emancipated) and by my signature above, I am consenting to the release of any photograph, videotape, image, audiotape of me or any creative writing or artwork by me under the terms explained in this Consent to Use.

PIMA VOCATIONAL HIGH SCHOOL

Substance Abuse Policy

I _____ understand that if I am suspected by
(Student Name)

any Pima Vocational High School Staff member of being under the influence or in possession of any controlled substance and/or paraphernalia (non-prescription or unauthorized prescription drugs, illegal drugs or substances) a PVHS administrator will make the determination to call the Tucson Police Department to investigate and determine if any action needs to be taken about my behavior, which may result in my arrest.

Pima Vocational High School will suspend me and a hearing will be arranged to determine the School's action concerning my future enrollment.

Student Signature / Date

School Official Signature / Date

PIMA VOCATIONAL HIGH SCHOOL

Discipline Policies and Procedures

I have received a copy of the PIMA VOCATIONAL HIGH SCHOOL discipline policies and procedures. I understand the policies and procedures, including the appropriate use of the computer and the Internet for educational purposes only.

The signature below indicates agreement to abide by these policies and procedures.

Student's Name: _____

PARENT GUARDIAN SIGNATURE

DATE

STUDENT SIGNATURE

DATE

School Year 2019-2020

Dear Parent or Guardian,

The purpose of this letter is to give you information about the Education and Career Action Plan (ECAP) process at Pima Vocational High School. Parents and families play an important role in helping students plan for success after high school by providing support and guidance alongside teachers and youth specialists. We invite you to take part in the ECAP process and help your student reach his/her education and career goals after graduation.

What is ECAP?

In 2008, the State Board of Education approved ECAPs for all Arizona high school students. The goal of an ECAP is to guide students through a process that will help them to plan for a college and/or career path after graduation. The process at PVHS involves career exploration, planning and management activities, in which students learn about themselves and the options available to them upon graduation. This process allows students to connect academic courses and other activities to career goals that go along with their individual interests, skills, and values. The result of this process is a completed portfolio that contains academic and vocational course work, extracurricular activities, career research, and a plan for reaching career goals once they have graduated from high school. Graduating seniors are required to present their completed portfolios to a review panel that must include an administrator, a chosen teacher, a chosen student (under classman), a parent and/or other family member, and a community member, which can include a school board member, a workplace member or other. The ECAP process allows students and parents to work alongside PVHS teachers and youth specialists to personalize the education experience.

What can I do as a parent or guardian?

Depending on your student's Advising level, which is based on earned credits, PVHS teachers help him/her explore interests, careers, colleges, scholarships, and more. However, an ECAP is not complete without family participation. Talk with your child at home about his/her strengths and talents, future dreams and goals, and the type of path in which he/she might be interested: career, technical school, two-year college, four-year university, military or volunteer service, etc. Go over your child's portfolio and checklist and discuss what has been completed so far. (See attached.)

Please do not hesitate to contact us if you have any questions about the ECAP process.

Sincerely,

Michele Ray

Pima Vocational High School
Director

I have received and read this letter regarding ECAP and what I can do as a parent to support my child's post high school goals:

Parent/Guardian Name (Printed)

Parent/Guardian Signature

2019-2020

Estimados Padres de familia o tutor,

El propósito de esta carta es para darle información sobre el proceso de educación y Plan de acción de carrera (ECAP) en Pima Vocational High School. Los padres y las familias juegan un papel importante en ayudar a los estudiantes para planear para el éxito después que culminan sus estudios proporcionando apoyo y orientación junto con jóvenes y profesores especialistas. Te invitamos a participar en el proceso ECAP y ayudar a su estudiante a alcanzar sus metas educativas y de carrera después de la graduación.

¿Qué es ECAP?

En 2008, el Consejo Estatal de educación aprobó ECAPs para todos los estudiantes de escuela High School de Arizona. El objetivo de ECAP es guiar a los estudiantes a través de un proceso que les ayudará a planificar para una carrera profesional o técnica después de la graduación. El proceso de PVHS consiste en actividades de exploración, planificación y gestión de carrera, en el cual los estudiantes aprenden sobre sí mismos y las opciones disponibles para ellos después de graduarse. Este proceso permite a los estudiantes conectarse con cursos académicos y otras actividades a los objetivos profesionales que van junto con sus intereses individuales, habilidades y valores. El resultado de este proceso es una cartera completa que contiene el trabajo de curso académico y profesional, actividades extracurriculares, investigación de la carrera y un plan para alcanzar metas profesionales una vez que se han graduado de high School. Estudiantes para graduar se les requiere que presenten sus portfolios terminados a un panel de revision conformado por un administrador, un maestro elegido, un estudiante elegido, un padre de familia y/o otro miembro de familia, y un miembro de la comunidad, el cual puede incluir un miembro de la mesa directiva, un miembro en el area laboral o otros. El proceso de ECAP permite a los estudiantes y sus padres trabajar conjuntamente con profesores de PVHS y consejeros para personalizar la experiencia educativa.

¿Qué puedo hacer como padre o tutor?

Dependiendo del nivel de asesoramiento de su hijo, que se basa en créditos ganados, maestros de PVHS ayudan a explorar intereses, carreras, universidades, becas y más. Sin embargo, ECAP no está completo sin la participación familiar. Hable con su hijo(a) en casa sobre sus fortalezas y talentos, sueños futuros y objetivos y el tipo de camino en el que podría estar interesado: carrera, escuela técnica, dos años de Universidad, Universidad de cuatro años, servicio militar voluntario, etc.. Vea el portafolio y lista de verificación de su hijo y hablen de lo que se ha completado hasta ahora. (Ver anexo).

Por favor no dude en entrar en contacto con nosotros si usted tiene alguna pregunta sobre el proceso ECAP.

Atentamente,

Michele Ray

Pima Vocational High School
Directora

He recibido y leído esta carta con respecto a ECAP y lo que puedo hacer como padre para apoyar las metas de mi hijo(a).

Escriba nombre Padre/Tutor

Firma Padre/tutor

School Year 2019-2020

Dear PVHS Parent/Student:

One of the safety precautions we have taken at both our Irvington and Ina sites is to make them make closed campuses. Our number 1 priority is to maintain a safe and secure environment where your student is comfortable and engaged in learning, and this precaution will help to ensure that goal. Instead of a lunch break, where students would leave campus, students have a 15-minute break to eat their lunch, snacks, etc. We are fortunate to have a student breakroom at both campuses, complete with a refrigerator, microwave, table, and chairs. We also have a vending machine located at both sites for students who forget to bring their lunch/snacks from home.

A closed campus means that once students are on campus, they are not allowed to leave until released at the end of the day. If a student must leave before then, he/she is required to check with school administration, sign out, and not return for the rest of the day unless approved by administration. Students under the age of 18 must have a parent sign them out in addition to letting administration know.

Leaving campus during the day without abiding by the above rules will be grounds for suspension.

Your signature (Parent if student is under 18) at the bottom of this page indicates that you have read this letter and that you understand the consequences of not abiding by the closed-campus rule..

If you have any questions regarding this letter, please call the school at 520-724-9740.

Sincerely,

Michele Ray

Michele Ray
School Director

I have read this letter regarding the closed-campus rule, and I understand what the consequences are if I leave campus during the school day without permission.

Date

Parent Name Printed

Student Name Printed

Parent/Student Signature

July 16, 2019

Dear Parent/Student:

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Pima Vocational High School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, FERPA does not protect disclosing some information if requested by outside organizations/agencies, because that information is not generally considered an invasion of privacy if released. Outside organizations include, but are not limited to, other school districts, military recruiters, companies that manufacture class rings or publish yearbooks, etc.

If you do **not** want Pima Vocational High School (Pima County District) to disclose any information from your child's education records without your prior written consent, you must sign this letter below stating your intent. You may also choose to disclose any information without your prior written consent by stating your intent below. FERPA has designated the following as information in a student's record that would not be protected without your signature below:

- **Personal Information**, such as Student Name/Address/Telephone Listing/Email Address/Photograph/Date & Place of Birth
- **School Information**, such as Dates of Attendance/Grade level/Other Schools Attended/Student ID Number

Circle one: do / do not give permission for any outside organization or agency to obtain any information from my/or my child's records.

Student Name (Printed)

Student Signature (if over 18)

Parent/Guardian Name (Printed)

Parent/Guardian Signature