



# SALEM COMMUNITY HIGH SCHOOL

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July 2017

To All SCHS Students and Parents or Guardians:

I hope that you are having a pleasant summer and will be ready to begin school on Friday, August 18th.

Dates have been set for registration, which will be in the Student Services offices on second floor. Save time at registration, have your forms filled out before you get here. Registration forms and information are available at SCHS or online at [www.salemhigh.com](http://www.salemhigh.com).

**August 09** ALL CLASS REGISTRATION DAY – 9:00 a.m. to 3:00 p.m.  
**School nurse available to approve all freshmen** required by The Illinois School Code to provide a physical examination and up-to-date immunization records before they can register **and seniors** who must show proof of receiving two doses of meningitis vaccine. The second dose must be administered on or after 16 years of age. If the first dose was administered on or after 16 years of age, then only one dose is required at twelfth grade entry.

**August 10** ALL CLASS REGISTRATION DAY – 12:00 p.m. to 7:00 p.m.  
**School nurse available to approve freshmen and seniors requirements as stated above.**

**August 11** REGISTRATION DAY – 9:00 a.m. to 3:00 p.m.  
Sophomore and junior students, along with **pre-approved freshmen and seniors** cleared by the school nurse.

School pictures will be taken at registration. Senior pictures will be taken using the drape/tux provided by Williams Photography. Reminder, following the school dress code, any student wearing a sleeveless shirt will not have their picture taken and it will be requested that they return when appropriate clothing can be obtained. There is no charge for yearbook pictures. The only cost to you is if you purchase a picture package. A picture package brochure is enclosed. It is important that you have your picture taken at registration. A student photo identification card will be made from this picture and the picture will be included in the yearbook. Yearbooks will be on sale during registration for \$55.

All freshmen, all other students new to our district, and students who have moved since August 2016 are required to provide proof of residency at registration. See the reverse side of this letter for details.

During registration, students can enter a lottery drawing for parking permits/spaces provided the student has all fees paid and a valid driver's license. The parking fee is \$30.

Registration fees are \$120. Students will be required to pay the \$80 iPad partnership fee or complete 16 iPad partnership hours. Students will need to pay a minimum of \$20 or have completed 4 partnership hours before an iPad will be issued. A list of partners and iPad hour forms can be found online at [www.salemhigh.com](http://www.salemhigh.com) or at SCHS.

If paying by check, please bring separate checks for the registration fees, iPad fees, meal accounts, parking permits, yearbooks, and school picture packets.

Freshman Orientation will be held on Tuesday, August 15, from 9:00 a.m. to 1:00 p.m. Bus transportation will be provided from the following grade schools at 8:30 a.m., unless otherwise indicated, and will return after orientation: Iuka, Selmaville, Franklin Park (pick up time at 8:45 a.m.), Kell (pick up time at 8:20 a.m.), and Raccoon. Freshmen who attend will earn 4 iPad hours applied the second quarter towards completion of the 16 hours required.

Open House will take place on Thursday, August 17, at 6:30 p.m. We will begin in the main gym with general announcements. Please join us on August 17th to start off a great school year!

Sincerely,

John Boles, Principal



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## PROOF OF RESIDENCY AND LEGAL CUSTODY

No parent or guardian will be considered a resident of the District unless that person maintains a bona fide and permanent place of abode within the District and lives in the District, except when temporarily absent from the District with no intention of changing legal residence to some other District. If the student's parent or guardian resides in the District, then the student shall be presumed to be a resident of the District. If the student lives in the District with someone other than the student's parent or guardian, the student shall be presumed not to reside in the District.

The individual registering the student must establish residency in the District and legal custody of the student. Foreign exchange students, homeless children as defined by law, and students attending in accordance with written agreements with other districts are not covered by this policy. The determination of legal custody and residency shall be made in accordance with the following procedures:

### Establishment of Residency

Before a child can be registered, proof of the child's residency in the District must be established by presenting the required number of documents from each of the following categories:

#### **Category I** (one document from property in the District)

- a. Most recent property tax bill (homeowners)
- b. Mortgage papers (homeowners)
- c. Deed
- d. Signed and dated lease and proof of last two months' payment if lease is not at its inception (cancelled check or receipts required) (renters)
- e. Housing letter (military personnel)
- f. Letter from manager and proof of last two months' payments (cancelled checks or receipts required) (renters or trailer park residents)
- g. An agreement of sale for a residential property located within the District, signed by the seller and parent/custodian as buyer, which recites a closing date prior to the first day of attendance (new residents)
- h. Notarized affidavit of residency from the resident owner of property within the District where the parent/custodian of the child is living with the owner at no cost (those living with relatives or others)

#### **Category II** (one document establishing a current address within the District)

- a. Driver's license
- b. Vehicle registration
- c. Current public aid card
- d. Voter registration
- e. Most recent gas, electric, water, cable television and/or credit card bill
- f. Current homeowners/renters insurance policy and premium payment receipt

Before a child can be registered, or at other times during the school year, additional documents may be required by the Principal or District agent or employee to be submitted to establish proof of residency including but not limited to, agreements, judgments, decrees or other documents (e.g., joint parenting agreements) awarding or giving custody of the student to any person..

If the parent or guardian is not a resident of the District on the date the documents are presented, the parent or guardian may submit documentation, which shows that the student will be a resident of the District by the first day of attendance. The Principal will review any such documentation submitted in making a determination of the student's residence.

The parent or guardian must also complete and sign the Verification of Residency Form adopted as a part of this policy.