



2023-2024 Natalia ISD New Student Registration

FOR OFFICE USE ONLY - NOT PART OF PACKET

Student Name: _____ ID#: _____

Campus: _____ Grade: _____ Teacher/Counselor: _____

Enrollment Documentation:

_____ Proof of Residence -Campus use

(Signed lease agreemt/utilities within 2 months /Medicaid)

Enrollment Application:

_____ TxEIS Online

_____ Enrollment Application - Campus use

_____ Emergency Contact List - Campus use

_____ Falsification of Information - Campus use

_____ Compulsory Attendance - Campus use

_____ Acknowledgment form - Campus use

_____ Military Connected Form - Campus use

_____ Residency Verification - Campus use

Notarize if necessary with campus and all parties present with following documentation (Signed lease agreemt/utilities within 2 months /Medicaid)

_____ **Special Program Identification (blue)**

_____ **Transportation Registration (beige/ gold)** - Transportation Dept.

_____ **Student Health History/Allergy disclosure-** Nurse Station

_____ **Student Residency Questionnaire (yellow form)** - Campus use

_____ **AUP Technology /Chromebook handbook (purple form)** Library

_____ **SocioEconomic Form (salmon form)** -PEIMS

_____ **Migrant Family Survey (green form)** - Parent Liaison

Alternate Documentation (if applicable):

_____ Legal/Custody Paperwork - Campus use

_____ Power of Attorney - Campus use

_____ Residency Affidavit (notarized)- Campus use

NOTES:



NATALIA ISD REGISTRATION FORM 2023-2024

PLEASE CHECK CAMPUS: ELEMENTARY [] JR. HIGH [] HIGH SCHOOL []

LOCAL ID UNIQUE ID STUDENT NAME GRADE ENTRY DATE

GENDER DATE OF BIRTH BIRTH PLACE AGE (SEPT 1, 2023)

ETHNICITY: HISPANIC RACE: WHITE ASIAN PACIFIC ISLANDER AMERICAN INDIAN STUDENT STUDENT

ADDRESS: HOME/CELL PHONE: /

MAILING ADDRESS: CITY/STATE/ZIP

HAS STUDENT BEEN RETAINED: YES NO IF SO WHAT GRADE

WILL YOUR CHILD BE USING BUS TRANSPORTATION TO GET TO SCHOOL? YES NO BUS # [bus icon]

PARENT/GUARDIAN INFORMATION

PARENT/GUARDIAN NAME RELATION CHECK IF ENROLLING PARENT OR GUARDIAN

PARENT/GUARDIAN NAME RELATION CHECK IF ENROLLING PARENT OR GUARDIAN

MAILING ADDRESS INCLUDE ZIP CODE PHONE

MAILING ADDRESS INCLUDE ZIP CODE PHONE

EMPLOYER PHONE

EMPLOYER PHONE

PARENT'S EMAIL

PARENT'S EMAIL

PREFERRED LANGUAGE: ENGLISH SPANISH

PREFERRED LANGUAGE: ENGLISH SPANISH

SIBLING INFORMATION

Table with 4 columns: BROTHER/SISTER, GRADE, BROTHER/SISTER, GRADE

The above information is required for a permanent school record of your child and will be used by school personnel. Presenting false documents, records or information is a violation of state law and may subject you to tuition cost for your child. I certify that the information given above is correct. I authorize the school to contact the person named on this form and the above named physician to render such treatment as may be necessary in an emergency of said child. In the event parents, physician, or other persons named cannot be contacted, school officials are hereby authorized to take whatever action is necessary in their judgment for the health of the above child. I will not hold the school district financially responsible for emergency care and/or transportation.

PARENT/GUARDIAN SIGNATURE DATE OF BIRTH DATE

2023-2024 Emergency Contact and Health Information

Please print

Name of Student: _____ Tx/EIS ID #: _____

Office use only

Date of Birth: _____ Sex: M F Grade: _____

Name of Physician/Health Care Provider: _____ Phone: _____

Name of Dentist: _____ Phone: _____

Hospital Preference: _____

Health Insurance: No Yes Insurance Name: _____ Policy #: _____

Health Issues - check all that apply and describe on back Medical documentation must be provided for any condition identified below

<input type="checkbox"/> No Health Problems	<input type="checkbox"/> ADD/ADHD	<input type="checkbox"/> Asthma/Respiratory	<input type="checkbox"/> Autism	<input type="checkbox"/> Bladder/Kidney	<input type="checkbox"/> Blood Pressure
<input type="checkbox"/> Dietary restrictions	<input type="checkbox"/> Diabetes	<input type="checkbox"/> GI Issues	<input type="checkbox"/> Hearing Impairment	<input type="checkbox"/> Heart Conditions	<input type="checkbox"/> Mental Health
<input type="checkbox"/> Neurological	<input type="checkbox"/> Orthopedic/Scoliosis	<input type="checkbox"/> Seizures	<input type="checkbox"/> Skin Issues	<input type="checkbox"/> Special Equipment	<input type="checkbox"/> Vision Impairment

Is your Student currently taking Medication(s)? NO YES (if yes please list all medications)

Medication Name _____ Dose _____ Time: _____

Reason _____

Medication Name _____ Dose _____ Time: _____

Reason _____

****Medication in school:** Medications can be dispensed in school only when absolutely necessary for the wellbeing of the student. All medications, both prescriptions and nonprescription, require an order from the doctor and the parent requesting that the medication be given during the school day. This is done annually. It is your responsibility to know when your student needs refills of medication. The only self-carry medications are insulin, asthma inhalers and Epi-Pen with doctors written approval.

Allergies: No Yes (If Yes please specify if allergy is mild, severe, or life threatening to food, insect, medication, other)

Does your student require an EpiPen, EpiPen Jr. or Twinject Auto Injector? No Yes (If Yes Physician's orders required)

Should your child have a change in medical condition or contact status during the school year, it will be your responsibility to provide updated information.

Hearing, Vision, Acanthosis Nigricans (AN), Scoliosis screening are provided for students according to state guidelines.

I, the undersigned, do hereby authorize officials of the Natalia Independent School District to contact alternative adults and physicians listed. I authorize the school nurse, or trained personnel, to render treatment deemed necessary in case of an emergency. I authorize medical information to be shared with appropriate personnel. I will not hold Natalia ISD financially responsible for the emergency care and/or transportation of said child.

Parent/Guardian Name Printed

Phone #: _____

Parent/Guardian Signature

Date: _____

NATALIA

INDEPENDENT SCHOOL DISTRICT/CHARTER SCHOOL 2023-2024

HOME LANGUAGE SURVEY-19 TAC Chapter 89, Subchapter BB, §89.1215

(Home Language Survey applicable ONLY if administered for students enrolling in pre-kindergarten through grade 12)

TO BE COMPLETED BY PARENT OR GUARDIAN FOR STUDENTS ENROLLING IN PREKINDERGARTEN THROUGH GRADE 8 (OR BY STUDENT IN GRADES 9-12): The state of Texas requires that the following information be completed for each student who enrolls in a Texas public school for the first time. It is the responsibility of the parent or guardian, not the school, to provide the language information requested by the questions below.

Dear Parent or Guardian:

To determine if your child would benefit from Bilingual and/or English as a Second Language program services, please answer the two questions below.

If either of your responses indicates the use of a language other than English, then the school district must conduct an assessment to determine how well your child communicates in English. This assessment information will be used to determine if Bilingual and/or English as a Second Language program services are appropriate and to inform instructional and program placement recommendations. If you have questions about the purpose and use of the Home Language Survey, or you would like assistance in completing the form, please contact your school/district personnel.

For more information on the process that must be followed, please visit the following website:

https://projects.esc20.net/upload/page/0084/docs/EL%20Identification_ReclassificationFlowchart%202018.pdf

This survey shall be kept in each student's permanent record folder.

NAME OF STUDENT: _____ STUDENT ID#: _____
ADDRESS: _____ TELEPHONE #: _____
CAMPUS: _____

NOTE: PLEASE INDICATE ONLY ONE LANGUAGE PER RESPONSE.

- 1. What language is spoken in the child's home most of the time? _____
- 2. What language does the child speak most of the time? _____

Signature of Parent/Guardian _____ Date _____ Signature of Student if Grades 9-12 _____ Date _____

NOTE: If you believe you made an error when completing this Home Language Survey, you may request a correction, in writing, only if: 1) your child has not yet been assessed for English proficiency; and 2) your written correction request is made within two calendar weeks of your child's enrollment date.



2023-2024 NATALIA ISD ETHNICITY AND RACE REPORTING

FILL OUT ONLY IF 1ST TIME STUDENT OR NEW STUDENT TO TEXAS

Texas Education Agency
Texas Public School Student/Staff Ethnicity and Race Data Questionnaire

The United States Department of Education (USDE) requires all state and local education institutions to collect data on ethnicity and race for students and staff. This information is used for state and federal accountability reporting as well as for reporting to the Office of Civil Rights (OCR) and the Equal Employment Opportunity Commission (EEOC).

School district staff and parents or guardians of students enrolling in school are requested to provide this information. If you decline to provide this information, please be aware that the USDE requires school districts to use observer identification as a last resort for collecting the data for federal reporting.

Please answer both parts of the following questions on the student's or staff member's ethnicity and race. United States Federal Register (71 FR 44866)

Part 1. Ethnicity: Is the person Hispanic/Latino? (Choose only one)

- Hispanic/Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
NotHispanic/Latino

Part 2. Race: What is the person's race? (Choose one or more)

- American Indian or Alaska Native - A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Black or African American - A person having origins in any of the black racial groups of Africa.
Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Student/Staff Name (please print)

(Parent/Guardian)/(Staff) Signature

Student/Staff Identification Number

Date

This space reserved for Local school observer - upon completion and entering data in student software system, file this form in student's permanent folder.
Ethnicity - choose only one:
Race - choose one or more:
Observer signature: Campus and Date:



NATALIA ISD

*Falsification of Documents
Identity Verification of Person Enrolling
Student 2023-2024*

Falsification of Information

Texas Education Code 25.001 (h) and (i)
Texas Penal Code 37.10

A person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable for the greater of the maximum tuition fee or the amount the district has budgeted for each student as maintenance and operating expenses if the student is not eligible for enrollment in the district but is enrolled on the basis of false information.

NOTE: Enrollment in specific magnet programs does not incur out of district tuition fees. Check with your individual counseling office if your student is enrolled in a magnet program.

Daily tuition rates are subject to change. Tuition rates are revised yearly in October and announced by the Texas Education Agency. Students who qualify for special education services differ from general education students due to the additional services they receive. Check with your campus counseling office for current tuition rates.

Proof of Identity of Person Enrolling Student

Regardless of whether or not a child's parent, guardian, or other person with legal control of the child under a court order is enrolling a child, Texas Education Code as amended in 2001, a district is required to record the name, address, and date of birth, of the person enrolling a child. TEC Section 25.002(f). Providing a copy of your government issued ID with photo satisfies this request.

I UNDERSTAND THAT I MUST PROVIDE MY CURRENT ADDRESS, AND PROOF OF IDENTITY. I ALSO UNDERSTAND THAT IF I HAVE KNOWINGLY FALSIFIED INFORMATION ON FORMS REQUIRED FOR ENROLLMENT, I AM LIABLE FOR TUITION FEES AS DESCRIBED ABOVE.

Student Name

Grade

Enrolling Parent Printed Name

Enrolling Parent Signature

Date



COMPULSORY ATTENDANCE/CARTA DE ASISTENCIA OBLIGATORIA
2023-2024

Dear Parent or Guardian,

Legislation has created Texas education code 25.095 that requires all parents to be given an attendance warning at the beginning of the school. Compulsory attendance applies to students who are at least six years old as of September 1st. The law requires a student to attend public school until the student's 18th birthday. The education code 25.085 further states that once an 18-year-old student has more than five unexcused absences in a semester, the district may revoke the student's enrollment for the remainder of the year, (25.085 does not apply to special education students). Compulsory attendance also applies to students under six years of age that are enrolled in kindergarten and pre-kindergarten classes. Texas education code 25.085 states that if the student has more than five unexcused absences in the program, the district may revoke the student's enrollment for the remainder of the school year. Further warning notices will be sent by the attendance personnel on each campus. Charges fined in municipal court will also occur if your child does not meet the state requirement of 90% attendance in school and/or each class.

Estimado padre o tutor:

La legislación ha creado el código de educación de Texas 25.095 que requiere que todos los padres reciban una advertencia de asistencia al comienzo de la escuela. La asistencia obligatoria se aplica a los estudiantes que tienen al menos seis años de edad a partir del 1 de Septiembre. La Ley requiere que un estudiante asista a una escuela pública hasta que el estudiante cumpla 18 años. El código de educación 25 .085 además establece que una vez que un estudiante de 18 años tiene más de cinco injustificadas ausencias en un semestre , el distrito puede revocar la inscripción del estudiante por el resto del año. (25.085 no aplica a estudiantes de educación especial). La asistencia obligatoria también se aplica a los estudiantes menores de seis años de edad y está matriculado en clases de preescolar y kindergarten. El código de educación de Texas 25.085 establece que si el estudiante tiene más de cinco ausencias injustificadas en el programa, el distrito puede revocar la inscripción del estudiante para el resto del año escolar. Los avisos de advertencia adicionales serán enviados por el personal de asistencia en cada campus. Los cargos multados en la corte municipal también ocurrirán si su hijo no cumple con el requisito estatal de asistencia del 90% en la escuela y/ o en cada clase.

Sincerely/Atentamente

Harry Piles

Harry Piles
Superintendent of Schools/Superintendente de Escuelas



COMPULSORY ATTENDANCE/CARTA DE ASISTENCIA OBLIGATORIA
2023-2024

I have received and read the letter for Compulsory Attendance.

He recibido y leído la carta de Asistencia Obligatoria.

Student Name/Nombre de Estudiante: _____ Grade/Grado: _____

Parent Signature/Firma de Padre: _____ Date/Fecha: _____



NATALIA I.S.D. POLICY ACKNOWLEDGMENT FORM

2023-2024

I understand that one of the Natalia ISD's Goals is to increase academic learning time for the students through improved attendance. I will assist the campus in reaching its goal by helping my child understand the importance of school and of good school attendance and by helping my child be at school unless he/she is sick or there is some other extenuating circumstance.

I also understand and agree that my child shall be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school and at school-sponsored and school-related activities, including school-sponsored travel, and for any school-related misconduct, regardless of time of location.

If parents do not want their child to recite pledges of allegiance to flags, they must annually provide a written request within one week of the student's enrollment.

If parents do not want their child spanked or subjected to corporal punishment, they must personally deliver annually a written request to the principal within 10 days of the student's enrollment. In-school-suspension or other disciplinary techniques will be used as an alternative to spanking or corporal punishment if the parents or guardians submit the written request that their child not be spanked or subject to corporal punishment.

Regarding student records, **I understand that the Federal Family Educational Rights and Privacy Act (FERPA) and state law require that "directory information" on my child be released by the District to anyone who requests it unless I object in writing to the release of any or all of this information. I also understand that to be in compliance with the No Child Left Behind Act of 2001, the District will release to military recruiters and institutions of higher education, upon request, the name, address, and telephone listing of my Child, unless I direct the District not to release this information without prior written consent, as indicated below.** This objection must be filed with the principal within ten school days of my child's first day of instruction for this school year. Directory information includes my child's:

- | | |
|---|--|
| 1. Name | 2. Address |
| 3. Telephone listing | 4. Date and place of birth |
| 5. Participation in officially recognized activities and sports | 6. Photograph |
| 7. Weight and height of members of athletic teams | 8. Dates of attendance |
| 9. Grade level | 10. Enrollment status |
| 11. Honors and awards received in school | 12. Most recent previous school attended |
| 13. E-mail address | |

In exercising my right to limit release of this information, I have marked through the items of directory information listed that I direct the District not to release without my prior written consent.

Student Recognition. During the school year, opportunities arise to provide positive information and publicity about our programs and events to the general public or specific audiences. In some cases, we may receive requests from the news media or professional persons to interview, photograph, and/or film students for news or non-profit publications, television or radio broadcasts, or for educational information and training or various publications and brochures printed by Natalia ISD and parent-teacher organizations. Permission is needed for your child to be the subject of any news media publicity or to be included in district publications. Your selection will be kept on file for future reference and will remain in effect unless revoked in writing by the parent/guardian.

<input type="checkbox"/> YES <input type="checkbox"/> NO	I give permission for my child to be interviewed, photographed, and/or filmed for public news media, professional education information, or any other non-profit publication for public use (e.g. newsletters). In addition, I give permission for my child's name, work and likeness to appear on the Internet.
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Natalia ISD reserves the right to send school personnel and or legal authorities to the home when students are not in attendance at school. Those students are subject to be brought back to campus.

Students Name

Grade

Parent's/Guardian's Printed Name

Parent/Guardian Signature

Date



Natalia Independent School District

2023-2024 Military Connected Student Data

Student Name: _____ **Grade:** _____

The Texas Education Agency is mandated by Texas State Law to collect data on military connected students enrolled in Texas public schools.

Section 25 006, Texas Education Code. The agency shall collect data each year from school districts and open-enrollment charter schools through the Public Education Information Management System (PEIMS) relating to the enrollment of military-connected students.

Please check appropriate box, if applicable:

_____ Student in grade KG - 12 is a dependent of an active duty member of the United States military. (1)

_____ Student in grade KG - 12 is a dependent of a current member of the Texas National Guard (Army, Air Guard, or State Guard).(2)

_____ Student in grade KG - 12 is a dependent of a current member of a reserve force in the United States military. (3)

_____ Pre-kindergarten student is a dependent of an active duty member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who is ordered to active duty by proper authority OR is the child of a member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who was injured or killed while serving on active duty.

_____ Student in grade KG - 12 is a dependent of a former member of one of the following: the United States military, the Texas National Guard (Army, Air Guard, or State Guard), or a reserve force in the United States military. (5)

_____ Student in grade KG - 12 was a dependent of a member of a military or reserve force in the United States military who was killed in the line of duty. (6)

_____ None of the above. (0)

If Military Connected please indicate:

Parent Name in Military: _____ **Branch of Svc:** _____ **Rank:** _____

Parent Name in Military: _____ **Branch of Svc:** _____ **Rank:** _____

Parent Signature

Date



NATALIA ISD

Food Allergy Disclosure 2023-2024

Dear Parents,

The Natalia ISD is required to request, at the time of enrollment, that the parent or guardian of each student attending a Natalia ISD school disclose the student's food allergies. This form will satisfy this requirement.

This form allows you to disclose whether your child has a food allergy or severe food allergy that you believe should be disclosed to the Natalia ISD in order to enable Natalia ISD to take necessary precautions for your child's safety.

"Severe food allergy" means a dangerous or life-threatening reaction of the human body to a food-borne allergen introduced by inhalation, ingestion, or skin contact that requires immediate medical attention.

Please list any foods to which your child is allergic or severely allergic, as well as the nature of your child's allergic reaction to the food. **The parent will provide a doctor's note, notify the school nurse, and food & nutrition if your child has an anaphylactic food allergy that requires an EpiPen. The school must have an EpiPen prescribed for student in the event of an emergency.**

FOOD	NATURE OF ALLERGIC REACTION TO THE FOOD

_____ My child does not have any food allergies.

Natalia ISD will maintain the confidentiality of this form and the information provided above and may disclose the information to teachers, school counselors, school nurses, and other appropriate school personnel only within the limitations of the Family Educational Rights and Privacy Act and district Policy. [See FL] **The district will maintain this form as part of your child's student record.**

STUDENT NAME

GRADE

DATE

PRINTED PARENT NAME

PARENT CONTACT PHONE#

SIGNATURE

CAMPUS REGISTRAR: If **NO** keep copy in cumulative folder. If student has food allergy please send a copy of this form to Nurse and Child Nutrition Director.



Natalia Independent School District 2023-2024

Campus: _____

Student Record of Special Program

This form needs to be completed for all enrolling students

Name of student: _____ DOB: _____ Grade: _____

Please check the appropriate boxes and Sign

Has your child ever been enrolled in in any of the following special programs?

(Campus: keep for student folder, if anything is checked off, send copy to that department)

504 currently served previously served but exited

Dyslexia currently served previously served but exited

GT currently served previously served but exited

ESL/Bilingual currently served previously served but exited

Special Ed currently served previously served but exited

Speech currently served previously served but exited

The district will maintain the confidentiality of the information provided above and may disclose the information to teacher, school counselors, school nurses, and other appropriate school personnel only within the limitations of the Family Rights and Privacy Act and district policy

Parent Signature

Date

Parent Name

Phone Number



McKinney-Vento Form 2023-2024

Campus: ECC Elem Junior High High School Grade: _____

Student Name: _____ Sex: Male Female
Last First Middle

This questionnaire is intended to address the McKinney-Vento Act 42 U.S.C. 11435. The answers to this residency information help determine the services the student may be eligible to receive.

Is your current address a temporary living arrangement? ___ Yes ___ No

Is this temporary living arrangement due to loss of housing or economic hardship? ___ Yes ___ No

If you answered yes, how long have you been living in this arrangement? _____

If you answered YES to both questions, complete the remainder of this form.

If you answered NO, you may stop here.

Where is the student presently living? (Check one box)

- In a shelter, transitional housing at any time during current school year. This includes emergency shelters, family shelters, domestic violence shelters, youth shelters, and transitional housing programs. (C189 = 5)
- In the home of a friend or relative (temporarily doubled-up) at any time during current school year. This is due to loss of housing, economic hardship, or a similar reason (C189 = 2)
- On the street, lives in cars, parks, campgrounds, temporary trailers [including FEMA trailers], or abandoned buildings at any time during current school year (C189 = 3)
- In a motel or hotel at any time during current school year because I lost my housing, lack an alternative accommodation, and do not have a "fixed, regular, and adequate nighttime residence." (C189 = 4)

List any school-age brothers and/or sisters:

Name: _____ Grade: ___ Name: _____ Grade: ___

Name: _____ Grade: ___ Name: _____ Grade: ___

Name of Parent(s)/Legal Guardian(s): _____

Address: _____ Zip: _____ Phone: _____

Presenting a false record or falsifying records is an offense under Section 37.10, Penal code, and enrollment of the child under false documents subjects the person to liability for tuition or other costs. TEC Sec. 25.002(3) (d).

Signature of Parent/Legal Guardian ✓ _____ Date: _____

Please send a copy to Natalia ISD McKinney-Vento Liaison

I certify the above named student qualifies for the Child Nutrition Program under the provisions of the McKinney-Vento Act. (Check one of the following)

- The homeless student is in the physical custody of a parent or legal guardian for the entire school year. (C192=3)
- The homeless student is **not** in the physical custody of a parent or legal guardian at any time during the school year. (C192=4)

Signature of McKinney-Vento Liaison: _____ Date: _____



NATALIA ISD
ELECTRONIC SYSTEM USER
Acceptable Use Policy and Guidelines Overview



Overview

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end-users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical, and legal utilization of the network resources. If a network user violates any of the provisions, his or her account will be terminated and future access could possibly be denied.

The NISD Wide Area Network (WAN) was designed to facilitate communication among staff members and administrators, as well as to provide students access to shared educational files and applications. NISD employees and students who use the network and electronic system will be referred to as “Users” from this point forward.

Access to the network is a privilege, not a right. Access entails responsibility. Individual users of the network are responsible for their behavior and communications over the network. Users must agree to comply with district standards as set forth in the following Acceptable Use Guidelines and all other relevant district policies, rules, and regulations.

Network Integrity

The Natalia ISD reserves the right to examine all data stored on District hardware to make sure that all users are following these regulations. Network and online storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district equipment or online servers will be considered private.

Inappropriate Uses

- Sharing the password for your account with others
- Accessing other user’s accounts including files and/or other documents without permission
- Using the Internet for political or commercial activity
- Using the system to threaten or harass another person, or engage in personal attacks, including prejudicial or discriminatory attacks
- Accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal
- Send/post messages under a false identity
- Send/post unsolicited junk mail or chain letters
- Using inappropriate language (no swearing, vulgarity, ethnic or racial slurs, or any inflammatory or threatening language)
- Harming equipment, materials, data, or gaining unauthorized access to restricted information or resources
- Knowingly disrupt the network including infecting a computer or network with a virus, sending inappropriate mass mailings or spamming, nor disconnecting equipment to disable any computing function
- Disabling any Internet filtering device
- Encrypting communications to avoid security review
- Installing any software program to a district computer without permission
- Downloading large files unless absolutely necessary
- Using the system for illegal purposes

Consequences for Inappropriate Use

- Suspension of access to the system;
- Revocation of the computer system account; or
- Other disciplinary or legal action, in accordance with the District policies and applicable laws.



NATALIA ISD
ELECTRONIC SYSTEM USER
Acceptable Use Policy and Guidelines Overview



System Access

Access to the District's electronic communications system will be governed as follows:

- All users assigned to the District's electronic communications system account are required to sign the Employee or Student Agreement for Acceptable Use of the Electronic Communication System. Upon agreeing to the District's Acceptable Use Policy and approval of the Superintendent or designee, users will be granted access to the District's system.
- Users with accounts will be required to maintain password confidentiality by not sharing the password with anyone.
- Users will have access to the District's resources for class assignments and research with their teacher's permission and/or supervision.
- Students completing required course work on the system will have first priority for use of the District equipment after school hours.
- Any system user identified as a security risk or having violated District and/or campus computer-use guidelines may be denied access to the District's system as well as other consequences applicable by policy or law.
- Any system user having been denied access rights may be reinstated with a limited access account to reduce the level of security risk to the system. Limits on this type of account may include time limitations, station access limitations, file access restrictions, and revocation of Internet access privileges.

Campus Level Responsibilities

The campus principal or designee will:

- Be responsible for disseminating, collecting signed permission forms, and enforcing the Student Guidelines for Acceptable Use of Electronic Communications Systems.
- Ensure that employees supervising students who use the District's system provide training emphasizing the appropriate and ethical use of this resource. Training for students will also address online safety and appropriate online behavior including interaction on social network websites, chat rooms, and cyberbullying awareness and response. Curriculum choice for training will be at the campus administrator's discretion. **See: Internet Safety**

Individual User Responsibilities

The following standards will apply to all users of the District's computer network systems:

- The user in whose name a system account is issued will be responsible at all times for its proper use
- The system may not be used for illegal purposes, in support of illegal activities, or for any other activity prohibited by district guidelines.
- The user may not use another person's system account.
- The user, if granted access to electronic mail, is asked to archive or delete electronic mail consistent with the District's retention policies.
- The user may redistribute copyrighted programs or data only with the written permission of the copyright holder or designee. Such permission must be specified in the document or must be obtained directly from the copyright holder or designee in accordance with applicable copyright laws, District policy, and administrative regulations.
- Users are asked to delete unneeded files from the District servers on a regular basis.
- Users will be responsible for the care and maintenance of their systems.
- Maintenance issues should be reported to the campus computer facilitator.
- System users may upload public domain programs to the system. System users may also download public domain programs for their own use or may non-commercially redistribute a public program. System users are responsible for determining whether a program is in the public domain. If you are in question, then assistance may be sought from the District Technology Department.



NATALIA ISD
ELECTRONIC SYSTEM USER
Acceptable Use Policy and Guidelines Overview



Internet Safety

Natalia ISD controls students' access to inappropriate materials, as well as materials that are harmful to minors. NISD also makes every effort to ensure student safety and security when using District electronic communications including:

- Preventing unauthorized access, hacking, and other unlawful activities.
- Controlling student access to inappropriate materials or materials harmful to minors
- Restricting unauthorized disclosure, use, and dissemination of personally identifiable information regarding students
- Educating students about cyberbullying awareness and response, as well as appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms. The curriculum to be used will be at the campus administrator's discretion. *Ex: Common Sense K-12 Digital Citizenship Curriculum - FREE to educators.* <https://www.common Sense media.org/educators/scope-and-sequence>, <https://www.highspeedtraining.co.uk/hub/internet-safety-parents-can-keep-child-safe-online/>

Vandalism Prohibited

Any malicious attempt to harm or destroy District equipment or materials, data of another user of the District's system, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to degrade or disrupt system performance may be viewed as violations of District policy and administrative regulations and possibly, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creating of computer viruses.

Vandalism as defined above will result in the cancellation of system use privileges and possible prosecution. The party will be responsible for restitution to the District for costs associated with system restoration, hardware, or software.

Forgery Prohibited

Forgery or attempted forgery of electronic messages is prohibited. Attempts to read, delete, copy, or modify the electronic mail of other system users or deliberate interference with the ability of other system users to send/receive electronic mail is prohibited.

Usage of Personal Electronic Devices:

Users may *not* use their personal electronic devices on the Natalia ISD network. Personal electronic devices include but are not limited to student-owned desktop, laptop, tablet, and handheld computing devices, whether wired or wireless, USB drives, cameras, and cellular telephones.

The following activities are regulated by the Acceptable Use Policy:

- Users are prohibited from using a camera phone (a cellular phone including a camera capable of capturing and transmitting still or full-motion images) in any way that violates school or District policies, including illicit and illegal use.
- Users are prohibited from using film or digital cameras and film or digital camcorders in any way that violates School or District policies, including illicit and illegal use.
- Users may not use any personal electronic devices or media including but not limited to CD/DVD burners and USB "pen" or "jump" drives (USB keys) to illegally duplicate and/or distribute copyrighted materials including music, video, movies, and software.
- Users may not load a bootable, an alternate operating system on any District-owned computer from any student-owned source or media, including floppy disks, CD/DVD discs or USB devices ("pen" or "jump" drives (USB keys), USB hard drives or USB CD/DVD drives).
- Users may acquire, through a wired or wireless connection, District-provided network or Internet access from any student-owned computing device whether desktop, portable, tablet, or handheld, only using proper network authentication and in accordance with their campus or department guidelines.



NATALIA ISD
ELECTRONIC SYSTEM USER
Acceptable Use Policy and Guidelines Overview



Violations of these policies will result in the immediate confiscation of the involved device(s) or media as appropriate. Depending upon the nature and severity of the violation, the confiscated device(s) or media may be held in evidence indefinitely.

Information Content/Third Party Supply Information

- System users with access to the District's system should be aware that use of the system may provide access to other electronic communications systems in the global electronic network that may contain inaccurate and/or objectionable material.
- NISID will maintain an Internet filtering software package to attempt to minimize access to objectionable material. Any attempt to circumvent the filtering software will be viewed as an attempt to disrupt the system.
- A user knowingly bringing prohibited materials into the school's electronic environment will be subject to a suspension and/or a revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the Student Code of Conduct or District Policy. For students, this could result in the loss of credit.

Network Etiquette

System users are expected to observe the following network etiquette:

- Be polite.
- Use appropriate language; swearing, vulgarity, ethnic or racial slurs, and any other inflammatory language are prohibited.
- Pretending to be someone else when sending or receiving messages is considered inappropriate.
- Transmitting obscene messages or pictures is prohibited.
- Submitting, publishing, or displaying any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually-oriented, or threatening materials or messages either public or private is prohibited.
- Revealing personal addresses or phone numbers of the user or others is prohibited.
- Using the network in such a way that would disrupt the use of the network by other users is prohibited.

Suspension /Revocation of System User Account

NISD will suspend or revoke a system user's access to the District's system upon violation of NISD policy and/or administrative regulations regarding acceptable use. Termination of a user's access will be effective **on the date** the Principal/Campus Coordinator/Department Supervisor receives notice of user withdrawal or revocation of system privileges. If there is to be a future date of withdrawal or revocation then it will be specified in the notice.

Disclaimer

The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by, or that information or software contained on, the system will meet the system user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected.

Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the system are those of the providers and not the District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to the misuse of the District's electronic communications system.

This policy is binding for the duration of the user's annual enrollment or employment at Natalia ISD.



NATALIA ISD
ELECTRONIC SYSTEM USER
Acceptable Use Policy and Guidelines Overview



Parent or Guardian Section

I have read the Student Internet Acceptable Use Policy.

I will instruct my child regarding any restrictions against accessing material that is in addition to the restrictions set forth in the Student Internet Acceptable Use Policy.

I will emphasize to my child the importance of following the rules for personal safety.

___ I give permission to allow my child, _____, to use the Internet according to the Student Internet Acceptable Use Policy.

Parent/Guardian Signature _____ Date _____

Student Section

___ I agree to follow the rules contained in the Student Internet Acceptable Use Policy. I understand that if I violate the rules my account may be terminated.

Student Signature _____ Date _____

2023-2024 Natalia ISD Chromebook Handbook and Policy



STUDENT NAME: _____ GRADE: _____

Introduction

This handbook and the attached agreement provide information concerning the Chromebooks used at Natalia ISD. Students in grades K-12 will be provided with a district Chromebook for on-campus instruction for the 2023-2024 school year, as part of supplemental learning.

Taking Care of Your Chromebook

Students are responsible for the general care of the Chromebook they have been assigned in each Classroom. Chromebooks that are broken or fail to work properly must follow the Campus procedure for inspection and repair. If a loaner Chromebook is needed, one will be issued to the student through the main office and/or the school library until their Chromebook can be repaired or replaced. The Library staff will sign out the loaner Chromebook and sign it back in when it is returned.

General Precautions

The Chromebook is fun to use and a great tool for learning, but it is not a toy. Remember, it is still a computer and, as such, it must be handled with care. There are several things you can do to make your Chromebook last longer and offer you a trouble-free and rewarding learning experience.

Parent Initial _____

- No food or drink is allowed next to your Chromebook while it is in use.
- Cords and cables must be inserted carefully into the Chromebook.
- Students should never carry their Chromebook while the screen is open unless directed to do so by a teacher.
- Chromebooks should be shut down when not in use to conserve battery life.
- Chromebooks should never be shoved into a locker or storage cart. Do not expose your Chromebook to extreme temperatures or direct sunlight for extended periods of time.
- Always make sure your Chromebook is at room temperature prior to turning it on.
- Do not use your Chromebook as a folder to store papers.
- Use your Chromebook on a flat, hard, stable surface.
- Do not insert things, especially metal objects, into the openings of your Chromebook.

Carrying the Chromebook

Parent Initial _____

A portion of Chromebooks may have a rubberized shell which will only provide basic protection from everyday use. It is not designed to prevent damage from drops or abusive handling.

Screen Care

Parent Initial _____

The Chromebook screen can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean on top of the Chromebook. Do not place anything near the Chromebook that could put pressure on the screen.
- Do not place anything in the carrying case (if applicable) that will press against the cover.

- Do not poke the screen. Do not leave the Chromebook in direct sunlight or near a heat source.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, notebooks).

Cleaning(If applicable):

Clean the screen with a soft, dry anti-static, or micro-fiber cloth. Do not use window cleaner or any type of liquid or water on the Chromebook.

- Close your Chromebook carefully from the center of the screen---don't slam it shut.
- Wipe surfaces lightly with a clean, soft cloth.
- Do NOT use water or other cleaning solutions on your Chromebook.

Power Cable

Parent Initial _____

- The Power Cable should be lined up straight with the connector when inserting and removing.
- Be careful not to jerk/pull/ twist your Chromebook around when the cables are attached.
- It is an expectation that the Chromebook will be fully charged every evening. Charging will not be allowed during the day due to the fire code and the dangers of students tripping.

Wireless Internet

- Your Chromebook is a wireless-only device.
- A wireless network is required to use the device

Using Your Chromebook

Parent Initial _____

At School:

The Chromebook is intended for use at school each day if applicable to the instruction for that day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, and academic/student handbooks can be accessed using the Chromebook.

General Guidelines

- Always use appropriate language.
- Do not transmit language/material that is profane, obscene, abusive, or offensive to others.
- Do not send mass emails, chain letters, or spam.
- Email is subject to inspection at any time by the school administration.

Personalizing the Chromebook

Parent Initial _____

Chromebooks must remain free of any decorative writing, drawing, stickers, paint, tape, or labels that are not the property of NISD. Spot checks for compliance will be done by the administration and staff.

Virus Protection:

Virus protection is unnecessary on the Chromebook due to the unique nature of its design.

Content Filter:

Natalia ISD is required to follow the guidelines of the Child Internet Protection Act Mandated by TEA. The Chromebooks are monitored by the content filter to ensure all students remain safe while using the internet.

Additional Software:

Students are unable to install additional software on their Chromebook other than what has been approved by the NISD.

Inspection:

Parent Initial _____

Students may be selected at random to provide their Chromebook for inspection. The purpose of the inspection will be to check for proper care and maintenance as well as inappropriate material being carried into the school. The Chromebook is the property of the school district and is not to be considered privately held or possessed by the student.

Procedure for Restoring the Chrome OS:

If technical difficulties occur, technical support staff will typically use the “5-minute” rule. If the problem cannot be fixed in 5 minutes, the Chromebook will be restored to factory defaults.

Restoring the Chrome OS will restore the device to the state in which the user originally received it.

All files saved on the Chromebook that has been synced to Google Drive will be intact. However, all other data (music, photos, documents) stored on internal memory that has NOT been synced will not be restored unless the student requests that an attempt be made to salvage it.

Under no circumstances are students to modify, remove, or destroy identification labels.

Storing Your Chromebook

When students are not monitoring their Chromebook, they should be stored in their lockers or carts. Nothing should be placed on top of the Chromebook when stored in the locker.

Personal Health and Safety

- Avoid extended use of the computer resting directly on your lap. The bottom of the laptop can generate significant heat and therefore cause temporary or permanent injury. Use a barrier— such as a book or devices made specifically for this purpose— when working on your lap.

Also, avoid lap-based computing while connected to the power adapter as this will significantly increase heat production.

- Avoid lengthy use involving repetitive tasks (such as typing and use of the track-pad). Take frequent breaks as well as alter your physical position (typing while standing, sitting, leaning, etc.) to minimize

discomfort. If possible, set up a workstation at home with an external keyboard and mouse that allows you to situate the screen at eye level and the keyboard at lap level.

Repairing or Replacing Your Chromebook:

Parent Initial_____

Chromebooks Undergoing Repair:

- Loaner Chromebooks may be issued to students when they leave their Chromebook for repair at the school media center.
- If repair is needed due to malicious damage, the school may refuse to provide a loaner Chromebook.
- Repaired Chromebooks will be restored with the original factory image as first received. It is important that students keep their school data synced to cloud drives so documents and class projects will not be lost. Personal information that cannot be replaced should be kept at home on an external storage device.
- Students and/or their parents will be charged for Chromebook damage that is a result of misuse or abusive handling. Such misuse includes major scratches and damage to the unit itself, etc. Parents will be billed for parts and necessary labor required in such circumstances.

Parents/Students will be charged for the full replacement cost of a device that has been damaged due to intentional misuse, neglect, or abuse.

Parent Initial_____

Repair and Replacement Costs:

Charger- \$50

Screen replacement - \$40-\$125

Screen bezel - \$20

Keyboard touchpad - \$20

Keyboard - \$50

Full Device \$250-\$300

*Repair and replacement costs are based on current market costs.

Substitution of Equipment

- If an extended repair is needed, a substitute Chromebook may be issued and should remain in the classroom where assigned.
- The Natalia ISD reserves the right to charge the student and parent the full cost for repair or replacement when damage occurs due to gross negligence as determined by the administration.
- The student or parent may not purchase replacement parts, cases, or other items issued to the student on their own; payment shall be made to the Campus where the device is assigned.

Examples of gross negligence include, but are not limited to:

- Leaving equipment unattended and unlocked. This includes damage or loss resulting from an unattended and unlocked laptop while at school.
- Lending equipment to others or using equipment in an unsafe environment or unsafe manner.

General Care

- Do not attempt to remove or change the physical structure of the computer, including the keys, screen cover, or plastic casing. Doing so will void the warranty, and families will be responsible for 100 percent of the repair or replacement cost.
- Do not remove or interfere with the serial number or any identification placed on the computer.
- Do not do anything to the computer that will permanently alter it in any way.
- Keep the equipment clean. For example, don't eat or drink while using the computer.
- Always completely close the lid before moving it, even for short distances.
- Always store the computer in the classroom cart. Note: do not store anything (e.g., cords, papers, or disks) in the area within the laptop case designed for the computer other than the computer itself as this may damage the screen.
- Shut down the Chromebook if the student is closing the case for an extended period of time.
- Do not grab and squeeze the computer, as this can damage the screen and other components

Return

Parent Initial _____

Any student who transfers out of the Natalia ISD **is required** to return their Chromebook and accessories. This includes graduating students as well. If a Chromebook and accessories are not returned, the parent/guardian will be held responsible for payment in full. If a student is on quarantine and needs a Chromebook, they may sign one out and then return it upon coming back into the school.

Disclaimer

Given the nature of technology use and applications, provisions are subject to change over the course of the school year. If such changes occur, students and parents will be notified via school publications and web postings.



2023-2024 Socioeconomic Information Form

CONFIDENTIAL

Student Name _____ Student Grade _____ Student Date of Birth _____

School Name _____ Student ID _____

Natalia ISD is required to collect and report the socioeconomic status of each student to the Texas Education Agency for purposes of the annual state accountability ratings and for federal reporting. Please note that this form is not sent to the Texas Education Agency and that the income levels indicated for your family are not reported to the Texas Education Agency. Only the Economic Disadvantaged status of each student as determined by the information provided is reported to the Texas Education Agency.

SECTION A

Do you receive Supplemental Nutrition Assistance (SNAP)? Yes No

Do you receive Temporary Assistance to Needy Families (TANF)? Yes No

SECTION B

How many members are in the household (include all adults and children)? _____

TOTAL **YEARLY** INCOME BEFORE DEDUCTIONS OF ***ALL*** HOUSEHOLD MEMBERS (example \$27,000.00): \$ _____

Include wages, salary, welfare payments, child support, alimony, pensions, Social Security, worker's compensation, unemployment and all other sources of income (before any type of deductions)

SIGNATURE Please check one of the following two boxes as appropriate.

In accordance with the provisions of the Protection of Pupil Rights Amendment (PPRA) no student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, to submit to a survey, analysis, or evaluation that reveals information concerning income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without the prior written consent of the adult student, parent or legal guardian.

_____ I certify that all the information on this form is true and that all income is reported. I understand the school will receive federal funds and will be rated for accountability based on the information I provide.

_____ I chose not to provide this information. I understand that the school's disbursement of federal funds and accountability rating may be affected by my choice.

Parent/Guardian Name (Print)

Parent/Guardian Signature

Date

CAMPUS: PLEASE SEND TO PEIMS DEPARTMENT

2023-2024 Migrant Family Survey









Date:	District:	Campus:
Student Name:		Date of Birth:
		Grade Level:

Dear Parents,
 To better serve your children, our school district is helping the State of Texas identify students who may qualify to receive additional educational services. **Please answer the following questions and return this form to your child's school. The information provided below will be kept confidential.** For additional information or questions, please call: **(210) 370-5401**

1. Within the past 3 years have you, or your child, moved from one school district, city, or state to another? YES NO
2. If YES, did you or your child move so you could work or look for work in agriculture or fishing?

NO (STOP here and return the survey to your child's school)

YES (Please check all that apply below)

 <p>Fruit, vegetables, sunflower, cotton, wheat, grain, on farms or ranches, fields & vineyards</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Working in a cannery</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Working on a dairy farm or ranch</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Working in a fishery</p> <p style="text-align: center;"><input type="checkbox"/></p>
 <p>Working on a poultry farm</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Working in a plant nursery, orchard, tree growing, or harvesting</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Working in a slaughterhouse</p> <p style="text-align: center;"><input type="checkbox"/></p>	 <p>Other similar work, please explain:</p> <p>_____</p> <p>_____</p>

3. Please list all children who reside in the home who are under the age of 22 and NOT enrolled in school:

Please complete the following information: (Please print)	
Name of Parent/Guardian:	Phone Number:
Address/City/State/Zip Code:	Email Address:

For School Use Only: Please email the survey with TWO YES responses to barbara.martinez@esc20.net