

Memorial Elementary School

A Dual Language and International Baccalaureate Candidate School
6401 Arnot Houston, TX 77007
Phone (713) 867-5150
Principal Jose Hilario Cordova



2023-2024 MEMORIAL ELEMENTARY REGISTRATION PROCESS

Thank you for your interest in Memorial Elementary!

Registration is for NEW zoned K-5th grade students (and Pre-K who have been <u>offered a seat</u>) who want to enroll for the 2023-2024 school year. Students MUST be zoned to Memorial Elementary.

- **Step 1:** Verify that your home address is within the Memorial Elementary zone: http://schoolfinder.houstonisd.org
- **Step 2:** Register with HISD online at http://houstonisd.org/enroll. Click on "New Student" on the right side of the page. Please ensure to select the 2023-2024 school year. The following documents **MUST** be uploaded to the portal under the correct tabs:
 - ✓ Child's birth certificate
 - ✓ Child's social security card (*This should be uploaded into "Other"*)
 - ✓ Child's immunization record
 - ✓ Proof of address
 - ✓ Parent ID

ALL DOCUMENTS MUST BE UPLOADED TO THE ENROLLMENT PORTAL.

- **Step 3:** Please complete additional <u>required</u> school forms. A PDF of the forms will be attached to this document, and paper forms will also be available in-person at Memorial.
 - *All enrollment applications will be reviewed and processed accordingly. Updates regarding your child's enrollment application will be sent to the email address that was used to submit the enrollment.

*Appointments are *not* necessary. Registration is open Monday-Friday (unless HISD is closed) from 8:00 A.M. - 12:00 P.M.

AGE REQUIREMENT: A child MUST be 5 years old on or before September 1st to enroll into Kindergarten in Texas.

DOCUMENTS TO BRING TO REGISTRATION (if applicable):

- \square Most recent report card (1st 5th grade)
- Withdrawal form
- ☐ Gifted & Talented identification matrix
- □ LEP/ESL/504/IAT/IEP/Special Education documents
- □ Official legal documentation (custody paperwork, divorce decree, etc.,)
- □ Private testing or reports



Parent/Legal Guardian Signature

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Date

Principal Jose Hilario Cordova

2023-2024 Student Background Information Form

Student Last Nan	ne:	First	Name:	2023-2024 Gr	ade:	
Has this student ev	ver attended an HISD school?	Yes	No			
	ove, has the student ever attended		been, and Leannel			
	141		school/daycare attended. 1st-5th gra	ade students MUST h	ave most	
recent report card	to be placed in a class. A witho	irawai forn	n is required if entering mid-year.			
Name of School			City, State	Phone Number	Grade (s)	
If this student too	ok the HISD Gifted & Talented/\	/anguard/	Magnet test, did they qualify?	Yes No		
At which HISD so	chool did the student test?		Approxima	ate date:		
Please attac	h the GT Matrix to this form eve	en if they o	did not qualify. If your child was to	ested privately or at	a non-	
	HISDschool, please attach	tesvrepon	t results to better aid us in class p	nacement.		
Haaraan ahii	al access less and in the access in the		. F			
Has your chil	d ever been in/received	services	s for:		YES N	10
	d ever been in/received :	9			YES N	10
ESL/ELL/EI		9			YES N	10
ESL/ELL/El	L/LEP/BIL/DL/EB Program and	9			YES N	10
ESL/ELL/El	L/LEP/BIL/DL/EB Program and a learning disability?	9			YES N	10
ESL/ELL/El Tested for FIE/IEP/Sp	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education?	9			YES N	10
ESL/ELL/El Tested for FIE/IEP/Spi 504?	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education?	9			YES N	10
ESL/ELL/EI Tested for FIE/IEP/Spi 504? Speech The IAT?	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education?	9			YES N	
ESL/ELL/EI Tested for FIE/IEP/Spi 504? Speech The IAT? Diagnosed	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education? erapy?	or screen			YES N	
ESL/ELL/El Tested for FIE/IEP/Spi 504? Speech The IAT? Diagnosed Diagnosed	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education? erapy? with dyslexia?	oehavior?	led in Texas?		YES N	
ESL/ELL/EI Tested for FIE/IEP/Spi 504? Speech The IAT? Diagnosed Diagnosed Any other s	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education? erapy? with dyslexia? with ADHD or displays similar b	oehavior?	led in Texas?		YES N	
ESL/ELL/EI Tested for FIE/IEP/Spi 504? Speech The IAT? Diagnosed Diagnosed Any other s	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education? erapy? with dyslexia? with ADHD or displays similar becal program or services (OT	pehavior?	ed in Texas? ? If so, please describe:		YES N	
ESL/ELL/EI Tested for FIE/IEP/Spi 504? Speech The IAT? Diagnosed Diagnosed Any other s	L/LEP/BIL/DL/EB Program and a learning disability? ecial Education? erapy? with dyslexia? with ADHD or displays similar becal program or services (OT	pehavior?	led in Texas?	uestions above.	YES N	

HOME LANGUAGE SURVEY

19 TAC Chapter 89, Subchapter BB, §89.1215 (Home Language Survey applicable ONLY if administered for students enrolling in prekindergarten 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 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 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/0081/docs/JuneUpdates/EnglishLearnerIdentification-ReclassificationFlowchart.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 R	
1. What language is used in the child's home most of the tin	ne?
2. What language does the child use 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.

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 4486*6)

Part 1. Ethnicity: Is the person Hispanic/Lati	no? (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.						
☐ Not Hispanic/Latino						
Part 2. Race: What is the person's race? <i>(Cl</i>	noose one or more)					
•	on having origins in any of the original peoples al America), and who maintains a tribal affiliation					
Asian - A person having origins in any of the Asia, or the Indian subcontinent including, for Korea, Malaysia, Pakistan, the Philippine Isla	example, Cambodia, China, India, Japan,					
Black or African American - A person having origins in any of the black racial groups of Africa.						
Native Hawaiian or Other Pacific Islander peoples of Hawaii, Guam, Samoa, or other Pacific Islander	- A person having origins in any of the original acific Islands.					
White - A person having origins in any of the North Africa.	original peoples of Europe, the Middle East, or					
Student/Staff Name (please print)	(Parent/Guardian)/(Staff) Signature					
Student/Staff Identification Number	Date					
Texas Educatio	n Agency – March 2009					

SOCIOECONOMIC INFORMATION FORM

Complete and return one form to each school where you have a child enrolled. Print using a pen.

CONFIDENTIAL - For HISD purposes only

Houston ISD is required to collect the socioeconomic status of each student as a performance indicator for student achievement (TEC § 39 for Texas state requirements and ESEA §§1111 and 1116 for U.S. Department of Education requirements) and for use in disbursement of federal funds (ESEA §1113). This information is not shared with outside agencies.

It is very important that families complete this socioeconomic form in order for schools to receive Title I and State Compensatory Education funding. This funding will directly benefit your child's school. Title I and State Compensatory Education funding can be used to hire personnel, provide tutoring services, order technology, and provide professional development for teachers. We want to continue to provide these necessary learning supports, but without your assistance we may not be able to.

STEP 1 (L	STEP 1 (List all Houston ISD students in the household) Campus ECO Code: For office use only						
Student ID (office use only)	First Name	Last Name	MI	Date of Birth	School Na	ame	Grade Level
(emed add emy)							
•							
STEP 2							
Do you re	ceive Supplementa	al Nutrition Assis	tance	(SNAP)?		☐ YES	□ NC
Do you receive Temporary Assistance to Needy Families (TANF)? If you answered YES on either of the above, skip Step 3 and continue to Step 4. If you answered NO on both of the above, you must complete Steps 3 and 4.							
STEP 3 (Complete only if all answers in Step 2 are NO)							
How mar	ny total members ar	e in the househo	old (ir	nclude all adu	lts and ch	ildren)? _	
	ARLY INCOME BEFO						
	ges, salary, welfare pa ion, unemployment, an						S
STEP 4_(C	check one of the f	ollowing two bo	xes	as appropria	te and si	ign below.)
of any progi evaluation to participation	ce with the provisions of t ram funded in whole or in hat reveals information co in a program or for recei it, parent, or legal guardia	part by the U.S. Depa incerning income (oth ving financial assistanc	rtment er than	of Education, to s that required by l	submit to a s aw to detern	urvey, analysis nine eligibility i	s, or for
	tify that all the informateral funds and will be ra						
	oose not to provide this ral funds and accounta					ment of	

Date

Parent/Guardian Signature

Parent/Guardian Name (Print)

MILITARY CONNECTED FAMILIES SURVEY

All informat	ion MUST be completed by	y parent, school personnel or community liaison.
School		Date
Student Nai	me	HISD ID#
Dear Par	rent or Guardian,	
connecte monitor o	ed students. This collection critical elements of education	s to collect data relating to the enrollment of military- in is done to allow educational institutions the ability to on success for children who are dependents of military mmitment to military personnel and their children.
For stud	lents in grades Kinderga	rten through 12:
	The student is a dependen Navy, Air Force, Marine Co	t of an active duty member of the United States Army, orps, or Coast Guard
	□Yes	□No
	The student is a dependen Army, Air Guard, or State (t of a member of the Texas National Guard Guard)
	□Yes	□No
		t of a member of a reserve force in the United States orce, Marine Corps, or Coast Guard)
	□Yes	□No
	•	
For pre-	kindergarten students or	nly:
	Navy, Air Force, Marine Co	of an active duty uniformed member of the Army, orps, or Coast Guard, or activated/mobilized uniformed onal Guard (Army, Air Guard, or State Guard) who was ing on active duty.
	□Yes	□No

STUDENT ASSISTANCE QUESTIONNAIRE (SAQ)

All information MUST be completed by parent, school personnel or community liaison.

School	Date
Student Name	
Current Address	
	·
Is the student <u>currently</u> in the conservatorship of the Department of Family & Pro	relation
If Yes – name of DFPS Case Manager:	
Was the student <u>previously</u> in the conservatorship of the Department of Fam	
Please complete the Current Housing Situation <u>AND</u> Background S	Situation sections below to determine Mckinney-Vento eligibility:
Part A: CURRENT HOUSING SITUATION - Check the student's cu	urrent housing situation
I CURRENTLY LIVE:	
☐In my own home or apartment, in Section 8 housing, HUD Subsidicaregiver(s) (if you checked this box, check one or both of the boxes	ized Housing or in military housing with parent(s), legal guardian(s), or below, if applicable.
☐ My home has no electricity ☐ My home has no running water	
OR I CURRENTLY LIVE IN A TRANSITIONAL HOUSING SITUATI	ON:
Living in a shelter	☐ Living in a motel or hotel
\prod Living with more than one family in a house or apartment (Double	ed-up) due to economic hardship
<u>Unsheltered</u>	
☐Moving from place to place ☐ Living in a structure not usually	used for housing 🔲 Living in a car, park, campsite, camper, or outside
UNACCOMPANIED YOUTH - Yes No (An unaccompanied	youth is a student who is not in the physical custody of a parent or
legal guardian. This would include students living with non-custodial relativ	/es or friends without a parent or legal guardian.)
Part B: BACKGROUND SITUATION (If a Transitional Housing Sit	uation is checked above - please Check ANY below that apply)
Catastrophic illness / medical expenses / disability	☐ Natural disaster / evacuation
☐ New to Town	☐ Domestic Issue
Loss of Employment	☐ Migrant work in fishing or agriculture
☐ Economic hardship/low earnings	Awaiting placement in foster care / CPS custody
☐ Evicted/kicked out	Parent(s) involved in military deployment
House fire or other destruction	Parent Incarcerated/Recently released from incarceration
Part C: NEEDED SERVICES – based on availability (Check service	ces needed and call 713-556-7237 to speak to an Outreach Worker)
☐ Enrollment Assistance ☐ Transportation	on Emergency Clothing, Uniforms
Free Lunch/Breakfast (Child Nutrition)	olies Personal Hygiene Items
	IIP Assistance ☐ Food Stamps (SNAP) Assistance
☐ Temporary Assistance for Needy Families (TANF)	Other
To the best of my knowledge this information is true and correct.	
Name (PLEASE PRINT): Signature	Phone #'s
	U.S.C. 11435. If any "Transitional Housing Situation" is checked under "Current
Housing Situation" <u>AND</u> the family has indicated one of the "Background S At-risk reason code 12, (2) code <u>all</u> of the McKinney-Vento Panels on that scr	ituations" (1) immediately add PEIMS Coding on the At-risk Chancery panel for een (the start date should be the date the form was completed and also add the rmation is missing, please follow-up with the parent/guardian/school personnel



REQUEST FOR FOOD ALLERGY INFORMATION

Dear Parent:

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 District in order to enable the District 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 how your child reacts when exposed to the food that is listed.

Food	Nature of allergic reaction to food	Life-
		Threatening

TO REQUEST A SPECIAL DIET, MODIFICATION OF A MEAL PLAN OR PROVIDE OTHER INFORMATION FROM YOUR DOCTOR ABOUT YOUR CHILD'S FOOD ALLERGY, YOU MUST CONTACT THE SCHOOL NURSE OR SCHOOL ADMINSTRATOR WHERE YOUR CHILD ATTENDS SCHOOL.

The District will maintain the confidentiality of 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.

Student Name:		Date of Birth:	
School:		Grade:	
Parent/Guardian Name	•		· ———
Work Phone:	Mobile Phone:	Home Phone:	
Parent/Guardian Signat	ure:	Date:	***************************************
Date form received by	Campus:		



HEALTH INVENTORY

SCHOOL			DATE		
TEACHER	ACHER SCHOOL LAST ATTENDED				
Please fill in this forr	n and retu	ırn to the <u>teacher or ı</u>	nurse. The information given o	n this form	will help the school staff
to have a better und	lerstandin,	g of your child's healt	th needs:		
Name		Sex	Birthdate		Birth weight
			Phone		
		doctor that your chil			
	Age First	Under Doctor's Care?		Age First	Under Doctor's Care?
Asthma	Identified	Curc.	Pana/laint Drahlam	Identified	
			Bone/Joint Problem Rheumatic Fever		
Allergies Blood Disorder					
Diabetes			Surgery/Fractures T. B. Disease		
Epilepsy/Seizures Heart Disease			Hearing Loss Vision Loss		
Kidney Disorder			Severe Menstrual Cramps		
Cancer Eating Disorder Please check if you have observed any of the following in your child:					
☐ Tires easily		☐ Earaches	□ Wheezin	a chartnes	ss of breath with exercise
Frequent he	nadachas	<u></u>		g, snortines Vail Biting	is of breath with exercise
	eauaches		equently at night	_	_
Fainting				restiessiies	
Has your child been	seen by a	doctor for any of the	e above?		
Is your child on any	kind of m	edication? 🔲 Yes [□ No		
If so, what?					
Further con	nment				
	-				
What type of medic	al incuran	ce do you carry for th	nis child?		
viriat type of mean	ai iiisaran	CHIP□	Medicaid□ HCHD □	Private la	nsurance□ None □
		CITIE	Wiedledid Helib L		isdiance ivone Li
Plance see the Scho	ol Nursa /	or School Principal) if	your child has other needs or i	c.	
1	·	•	your cline has other needs or i	ა.	
A pregnant	•	ing teen			
	and/or				
Has a sever	e life-thre	atening food allergy			
			Signature		

	FAMILY SU	RVEY	
STUDENT NAME:		DATE OF BIRTH:	
CAMPUS NAME:		GRADE LEVEL:	
Dear Parent/Guardian:			
The Houston Independent School Migrant Education Program to rec			
Please answer the following ques	tions and return this form to you	r child's school.	
Have you or anyone in your h within the United States?	ousehold moved within the last	3 years from one school	district to another in Texas or
YES □(Continue to questi	on 2) NO □ (S	Stop here and return su	rvey to your child's school)
2. Were any of these moves mad dairy work, meat processing,		ork in agriculture or fishin	g? (e.g., field work, canneries,
YES □ (Please check all th	at apply below) NO □ (Stop here and return su	rvey to your child's school)
Fruit, vegetables, sunflower, cotton, wheat, grain, farms or ranches, fields & vineyards	Dairy farm	Fishery	Cannery
		CB .	
	(Bess.)		
Poultry farm □	Plant nursery, orchard, tree growing or harvesting □	Slaughterhouse □	Other similar work, please explain: □
If you answered "yes" to the que additional information. Please			you to provide

arent/Guardian Name	Home Address	Telephone Number	
---------------------	--------------	------------------	--

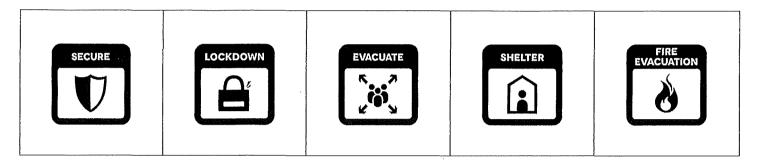
— FOR SCHOOL USE ONLY—
PLEASE SUBMIT THIS INFORMATION AND FORMS AT

migrantprogram@houstonisd.org

SAFETY ACKNOWLEDGMENT FORM

Safety is a top priority for HISD, and the district is committed to providing a safe environment for our students and staff. Safety drills and training are conducted as required by Texas Education Code and under guidance from organizations including but not limited to the Texas School Safety Center, Safe and Secure Schools, Sandy Hook Promise, and State Code Compliance.

REQUIRED SAFETY DRILLS CONDUCTED INCLUDE:



In the event of an emergency or incident that requires reunification of students with their parents or guardians, the district has adopted the "I Love U Guys" Foundation Standard Reunification Method (SRM). The SRM provides a proven method for planning, practicing, and achieving a successful reunification. During any emergency situation the district will use multiple resources including, news outlets, social media, automated calls, and/or email to communicate with its targeted audience.

The district is committed to being proactive in emergency management and planning. This requires support and understanding. Safety starts with you. It is important to talk to your children about safety. If you see something, say something. Anonymous reporting of safety concerns, suspicious activity, student and/or workplace bullying, etc. is available to everyone by calling 713-641-7446, online via the anonymous reporting system HoustonISD.org/AnonymousReporting or by downloading the SAYSOMETHING MOBILE APP. Ensure you have the most up to date information and emergency contact at the campus level for effective communication.

I HAVE READ THE HISD SAFETY ACKNOWLEDGMENT FORM					
Student Last Name	First Name	Grade			
Parent or Guardian's Pri	nted Name	Date			
Parent or Guardian's Sig	nature	Date			

School Name: Mei	morial Elementary		3	LANGU	<u></u>					
Target Language:	SPANISH		(4)	18	©					
Jose Hilario Cordo	va, Principal		7		20.					
6401 Arnot St				021011						
Houston, TX 7700	7									
(713)-867-5150										
Houston ISD Dual Language Program										
Parent Commitment Form										
I would like to enroll my child in the Dual Language Program. I understand that I will receive a confirmation letter from the school indicating the status of my child's enrollment.										
The goals for Dual Language students are:										
Development of fluency and literacy in English and in an additional language. (Bilingualism)										
Demonstration of mastery in all academic areas in English and the target language. (Biliteracy)										
Promotion and development of cross-cultural sensitivity.										
Child's Name					Entering Grade					
Birthdate				rious School						
Address			Cit	ty/State/Zip						
Home Phone										
Parent's Name		\\\\\	k Phone		Cell					
Parent s Name	Parent S Name WK Phot		X1 HOHE	Phone						
Parent's Name		W	k Phone	Cell						
					Phone					
Zoned to		□yes	□no	If not, school name:						
	ransfer requested	yes	□no	School name:						
Sibling attending		yes	□no	Sibling's name:						
Signification Signification										
According to dual language research, I understand that long-term participation of at least 5 to 7 years is required for the										
benefits of the program to be fully realized. With my signature below, I agree to the following requirements for enrollment										
and continuation in the program:										
> I agree to continue enrollment of my child in the Dual Language program for the next 5 to 7 years.										
> I agree that	the following stude	nts may o	nly ente	r in Kinderga	rten and no later	than 1st grade provided that there is				
availability										
1	tive English speakers			- P. C. C.						
	dents who speak a la									
> I agree to provide parental support/volunteerism for a minimum of 5 hours per semester.										
> I agree to provide encouragement and support for biliteracy and bilingualism for my child.										
Signature				Date						
NOTE: The only official notification of enrollment will be on a school letter signed by the principal. Submission of this form										

does not ensure enrollment to the program.

Office Use only	Date received:	Time received:	Received by:	