



# Birchtree Charter School

## Welcome to a new school year!

We are excited to provide an innovative, standards based education, enhancing the growth of student creativity and imagination through the arts. Our exceptional staff is looking forward to providing the tools for academic achievement, creativity, social intelligence and ecological awareness to all of our students.

We are truly invested in teaching “hands, heart and head”.

### The following is a check-list to assist you in the registration process.

July 29<sup>th</sup> ~ 1:00 PM to 4:00 PM

July 30<sup>th</sup> ~ 9:00 AM to 12:00 PM

July 31<sup>st</sup> ~ 4:00 PM to 8:00 PM

\_\_\_ You will need to register your student through iParent on the district website ([www.matsuk12.us](http://www.matsuk12.us)). We have lap-top computers set up in the front office to assist you with this step.

\_\_\_ For students new to the District, or coming from Home School, you will need your child’s immunization record, or a current Religious Exemption, notarized and signed **after July 1, 2014**. You will also need to have a copy of your student’s birth certificate. Our School Nurse will be checking all immunizations and Religious Exemptions and **students will not be allowed to attend school until these requirements are met. Please provide this documentation to the front office staff.**

\_\_\_ For returning students who have a Religious Exemption, this must be renewed, notarized and signed **after July 1, 2014, but prior to the first day of school**. Our School Nurse will be checking all immunizations and Religious Exemptions and **students will not be allowed to attend school until these requirements are met. Please provide this documentation to the office staff.**

\_\_\_ For those parents registering a kindergartener, please note your child needs to have a TB test no sooner than 6 months prior to starting school. If your kindergartner has not had a TB test, the school nurse will be giving them within the first couple of months of school starting.

\_\_\_\_ All parents will need to either pay their student's Supply Fee, or submit a Request for Scholarship during on-site registration. Please note our school utilizes high quality, specialized supplies in order to optimize your student's school experience. We buy these supplies in bulk to save on the expense and to spare you the hassle of trying to find the correct supplies. To offset this expense, we request a supply fee of \$100.00 per student, per year, payable either in full or half for the first semester (due in August) and half for the second semester (due in January). **We are happy to offer you a convenient "school cash" online service where you can pay online using your credit card. Ms. Vanessa will also be accepting the fees or scholarship requests in the front office.**

\_\_\_\_ Fill out the School Assembly 2015-2016 student permission slip and return it to the front office.

\_\_\_\_ BPG (Birchtree Parent Guild) will provide all parents with information and forms regarding your 36 hour per family participation commitment per year.

\_\_\_\_ Review the Birchtree Family Guide and Attendance Policy. Return the signature page to the front office before leaving registration. We recommend keeping the Family Guide as a reference at home. A copy of this guide can also be found on our website@ birchtreecharterschool.org

The District recommends a physical for new students. This form is available on the district website @ ([www.matsuk12.us](http://www.matsuk12.us)), or you can ask your health care provider for one.

**Birchtree communication and contact information:** For information regarding news and events visit our website at [www.birchtreecharterschool.org](http://www.birchtreecharterschool.org) or visit us on Face Book. Birchtree publishes a weekly newsletter "Friday Update" providing a snapshot of the week's events, student achievements, volunteer opportunities, upcoming events, club and sports information and much more. You can pick up the Friday Update at the front office, on our website, Face Book, or e-mail.