

# WATSONVILLE/APTOS/SANTA CRUZ ADULT EDUCATION Adults Training to Support Child School

# Adults Training to Support Child School Success



Registration Checklist 2021-2022

Parent Edu	cation Stude	nt:			_
Please chec	ck San	ta Cruz PENS	Soc	juel PENS	Westside PENS
		O WASCAE <u>A WEEK OF CHECK D</u>	DATE**	Preschoolers:	# of Days
	ATION FEE: FALL FEE	\$50 SPRING FE	E		
Onlir Rece	ne eipt#:				
01   02   03   04   05   06   07   08   **[   09   09a   09b   09c	WASC Reg Adult Stud Welcome Identificat Release-Pol Immunizat Parent Wat Parent Wat Pirector S HR Fingery HR Volunt HR Backgr	r/RECORD OF Fristration Form dent Emergency dent Emergency dent Emergency dent Emerge ermission-Constion Record (attainer Student Priorint Information der Information der Information dent Check TB Proof	y Informency Intent Formach yellow rivacy uired	mation  ofo.  rm  ow copy)	









FIRST NAME

ADDRESS

## WATSONVILLE/APTOS/SANTA CRUZ ADULT EDUCATION

AGENCY #	ď		15	
SITE #				
	_	_	_	-

REGISTRATION FORM

CITY

LAST NAME

		STUDENT IDENTIFICATION NO	PARER
	D Apu	LE CONCURRENT D	H.S.
SOCIAL SECURITY	Number	DATE MONTH DE VE	
		ZIP CODE	
Number	MALE	BIRTHDATE WA	ia.
ACHER	SITE/ROOM# S	TART/END DATE FE	E(S)
-			-
			-
			-
RECEIPTI	DONATION	TOTAL PAID \$	
OF HIGH SCHOOL YOU 13 14 15 16 17 1 CATE DAA/AS DEGR	8 19 20	NT? □YES □NO □IEP E □GRADUATE STUD	(ES
	NATIVE LANGU		
ILIPINO	□CAMBODIAN □F	MONG TAGALO	G

-MAIL ADDRESS		PHONE NUMBER		CELLULAR PHO	NE NUMBER	MALE FEMALE Non-BINARY	MONTH DAY	, ,	
SECTION NUMBER(5)	Course(s)		Day(s) T	IME(S)	TEACHER	SITE/ROOM#	START/END DATE	FEE(S)	
	Santa	Cruz PENS							
	Soquel PENS								
	West	side PENS							
IOW DID YOU HEAR A	BOUT US: []RE	TURNING STUDENT DFRIEN	ID/RELATIVE DFLYI ANTA CRUZ ADULT E	R/BROCHURE	□RADIO AD □INTERNET 'ES □NO +ARE YOU A C	ORGANIZATION	N OTHER_CIPANT? OYES ONG		
ARE YOU ATTENDING HIS TOTAL NUMBER OF YEAR HIGHEST DIPLOMA OR D	S OF SCHOOL CO	INONE CHSE-GED/HISET	MPLETED) 1 2 3 4 5	6 7 8 9 10 1 TECHNICAL CE	1 12 13 14 15 16 17 1 ETIFICATE DAA/AS DEG	8 19 20 REE DBA/BS DE	GREE GRADUATES	-	
ARE YOU ATTENDING HIS TOTAL NUMBER OF YEAR HIGHEST DIPLOMA OR D 34YR COLLEGE GRAD	es of school col egree Earned: [ Some College, N	MPLETED (CIRCLE HIGHEST CO	MPLETED) 1 2 3 4 5 HS DIPLOMA DER THAN BA/BS:	6 7 8 9 10 1 TECHNICAL CE	1 12 13 14 15 16 17 1 RTIFICATE DAA/AS DEG	8 19 20 REE DBA/BS DE REE • EARNED IN L	GREE GRADUATES	STUDIES	



# Watsonville/Aptos/Santa Cruz Adult Education



A Division of the Pajaro Valley Unified School District

	PENS	
	ADULT STUDENT	Student #
	EMERGENCY INFORMATION	
First Name:	Last Name:	
Геlерhone:	Date of Birth:	Age:
Address:		
City:	ZIP Code: Place of	of Birth
Smail Address:		
	CONTACT EMERGENCY INFORMA , I give permission for the school to conta	
Name	Relation	Phone Number
Personal note:		
Student's signature giving au	thorization Date	

Green Valley Center: 294 Green Valley Road, CA 95076 Telephone: (831) 786-2160/Fax: (831) 722-2749
Institute of Language and Culture: 320 Rodriguez Street, Watsonville, CA 95076 Telephone: (831) 786-8225/Fax (831) 786-9420
Santa Cruz Center: 319 La Fonda Avenue, Santa Cruz, CA 95062 Telephone (831) 429-3966
Website: www.wascae.edu



# Watsonville/Aptos/Santa Cruz Adult Education

A Division of the Pajaro Valley Unified School District

<u>Administration</u> (831) 786-2160

**Dr. Nancy A. Bilicich**Director

**Todd Livingstone** Assistant Director

> **Burr Guthrie** Coordinator

#### Departments

Basic and Secondary Adult Education

English as a Second Language

Career and Technical Education

Adults Training to Support Child School Success

Adults with Disabilities

# District Administration (831) 786-2100

**Dr. Michelle Rodriguez**Superintendent

Clint Rucker
Chief Business Officer

Assistant Superintendents

Kasey Klappenback

Elementary Education

Kristen Shouse Secondary Education

Alison Niizawa Human Resources

Lisa Aguerria Lewis Educational and EL Services

Fully Accredited by

ACCREDITING CONNISSION TOD SCHOOLS

Dear Parent Education Student,

On behalf of Watsonville/Aptos/Santa Cruz Adult Education, we would like to welcome you to our Parent Education Program.

The Parent Education Program at Watsonville/Aptos/Santa Cruz Adult Education believes that both children and their families are developing, growing, and learning. We offer the latest and most effective parenting information available to parents. We also offer a fun, meaningful, and family-centered preschool experience for your child/children.

All PENS monthly tuition payments are handled at the PENS site of attendance by <u>the 5<sup>th</sup> of every</u> <u>month</u>. Initial registration for Preschools begins by submitting your completed packet to the current teachers at the preschool you are attending, along with your attendance deposit and material fee.

#### **REGISTRATION FALL and SPRING FEES:**

All fees payable to Watsonville/Aptos/Santa Cruz Adult Education (WASCAE)

FEES	WATSONVILLE CO-OP & ALL PENS
Fall Semester Registration Fee (due in August to WASCAE)	\$50.00
Spring Semester Registration Fee (due in January to WASCAE)	\$50.00
* Friday	\$80.00
* Tuesday/Thursday (2 days) (due monthly)	\$180.00
* Mon./Wed./Fri. (3 days) (due monthly)	\$260.00

We are looking forward to meeting with you.

Sincerely,

Nancy A. Bilicich Director

May, 2021 SS 04 Welcome





# Watsonville/Aptos/Santa Cruz Adult Education A Division of the Pajaro Valley Unified School District

#### **IDENTIFICATION AND EMERGENCY INFORMATION**

	STUDEN	T (PARENT) INFORMAT	ION	
Parent Last Name	First Name	Middle Name	Business Pho	ne
Address	City	Zip Code	Home Phone	Cell Phone
Parent Last Name	First Name	Middle Name	Business Pho	ne
Address (if different)	City	Zip Code	Home Phone	Cell Phone
Children's Last Name	First Name	Middle Name	Sex	Birthdate
1.				
2				
3				
Address (if different)	City	Zip Code	Home Phone	
Person responsible for child:	Last Name	First Name	Middle Name	
My child has the following r	medication allergies:			
My child has the following f	ood allergies:			
A DD	TTIONAL DEDCONIC	WHO MAY BE CALLED II	V AN EMEDCEN	CV
Name	Address	Home Phone	Cell Phone	Relationship
Name	Address	Home Phone	Cell Phone	Relationship
Name	Address	Home Phone	Cell Phone	Relationship
	PHYSICIAN OR DENT	TIST TO BE CALLED IN AN	N EMERGENCY	
Physician	Address	Telephone	Medical Plan and	Number
Dentist	Address	Telephone	Medical Plan and	Number
Dentist/Physician cannot be	reached what action should	be taken?		
NAMES	OF PERSON/S AUTH	ORIZED TO TAKE CHILD	FROM THE FAC	CILITY
Name	Relationship		Phone	
1.				
2				
3				
4				



## Watsonville/Aptos/Santa Cruz Adult Education

A Division of the Pajaro Valley Unified School District

#### **RELEASE - PERMISSION - CONSENT FORM**

PHOTO RELEASE:
THOTO REBEAUE.
I understand that the Preschool Program functions as a Parent Education Program for Watsonville/Aptos/Santa Cruz Adult Education. I give my permission for my child to be observed, photographed, video-taped or filmed with the understanding that such media will be used for educational and program promotional purposes only.
No personal information will be shared with anyone outside the Preschool Program membership.
Signature:
Date:
Please list any restrictions you may have:
FIELD TRIP PERMISSION:
I authorize the parents and teachers of the Preschool Program to arrange transportation by car, with parent volunteer drivers, or to supervise walks to places of interest throughout theschool year for my child. The teacher is authorized to seek emergency medical treatment for my child if needed.
Signature:
Date:
CONSENT FOR MEDICAL TREATMENT:
As parent, agency representative, or legal guardian, I hereby give consent to the Watsonville/Aptos/Santa Cruz Adult Education Preschool Program to transport and authorize all emergency dental or medical care prescribed by a licensed physician (M.D.), Osteopath (D.O.) or Dentist (D.D.S.) for my child. This care may be given under whatever conditions are necessary to preserve the life, limb, or well-being of my dependent.
Signature:
Date:
Childs' Name:

#### CALIFORNIA SCHOOL IMMUNIZATION RECORD

This record is part of the student's permanent record (cumulative folder) as defined in Section 49068 of the Education Code and shall transfer with that record. Local health departments shall have access to this record in schools, child care facilities, and family day care homes.

This record must be completed by school and child care personnel from an immunization record provided by parent or guardian. See reverse side for instructions.

Name of Parent or Guardian  Telephone  Daysine  Nightime				Sex: M F C  Race/Ethnicity: White, not Hispanic Hispanic Black Other:		Birthdate		Place of Birth						
						Address			ZIP					
		u comp				D.	ATE EACH DO	SE WAS GI	VEN		I. DOCUMENTATION			
	,	ACCINE		lst	- 3	2nd	3rd	4th	5th	Booster	I certify that I reviewed a record of this			
POLIO (OPV or IPV)		11	1	1	11	11	11		child's immunizations and transcribed it securately:  Date //					
DTP/I	TaP/DT/Td	(Diphtheria, tetar [acellular] pertus tetanus and dipht	sis OR	11	1	1	11	11	11	1.1	Staff Signature			
MMR (Measles, mumps, and rubella)		11	1	1				☐ Out	Record Presented was: low California Immunization Record t-of-state school record					
HIB (Required only for child care and preschool)			11	/	1	11	11		Spe	er immunization record ecify: US OF REQUIREMENTS				
HEPATITIS B			11	/	1	11		3,	A. All	Requirements are met. / / rrently up-to-date, but more doses				
VARICELLA (Chickenpox)			11	1	1				Exemption	due later. Needs follow-up.  n was granted for: dical Reasons—Permanent				
HEPATITIS A (Not required)			11	/	1				D. Me	dical Reasons—Temporary sonal Beliefs				
ТВ	Type*	Date given	Date read	mm Indur	Impression	Film dute:/ / Impression: □ normal □ abourmal		III. 7th GRADE ENTRY  A. All Requirements are met.						
SKIN TESTS	PPD-Mantoux	1 1	1 1		Per Neg			Film dute: / /		Film date: / /				ormal Dabourmal
	Other	1 1	1 1		☐ Pin. ☐ Neg		on is free of commun	icable tuberculosis	: Lyes Line	are	due later. Needs follow-up.			
*If required for school entry, must be Mantaux unless exception granted by local health department.									Nume Date					



#### INSTRUCTIONS FOR SCHOOL OR CHILD CARE STAFF

- Complete child's name and address information section, or ask parent or guardian to complete this section only. (This form is not to be sent home or given to parents to complete.)
- School or child care personnel then fill in date (month/day/year) of each immunization the student has received from the Immunization Record presented by
  the parent or guardian. (If the date consists only of month and year for some doses, fill in month/xx/year; however, if either measles, rubells or mamps (or
  MMR) was received in the month of the first birthday, month/day/year is required.)
- Determine if immunization requirements have been met, using the California "Immunization Requirements for Grades K-12," or "Immunization Requirements for Child Care," (available from Immunization Coordinators in local health departments), or other requirements guide.
- 4. Complete the Documentation and Status of Requirements box.
  - A. Fill in date and your signature as the staff member who reviewed and transcribed the immunization record presented by the parent or guardian Check which type of record was presented.
  - B. If the child has met all immunization requirements, check box A and write in date.
  - C. If the child has not met all requirements, check box B. Child can be admitted only if up-to-date, e.g., no immunizations due currently. The child must be followed up as indicated in the "Guide to Immunization Requirements."
  - D. If a child is to be exempted for medical reasons, a doctor's written statement is required, the statement must include which immunization(s) is to be exempted and the specific nature and probable duration of the medical condition. If the medical exemption is permanent, the requirement for the designated immunization(s) is met check hox A and box C. If the medical exemption is temporary, check box B and box D; this child must be followed up."
  - II. If a child is to be exempted for reasons of personal beliefs, the parent or guardian must present documentation consistent with Health and Sufety Code Section 120365, including documentation of all other required immunizations the child has received. All requirements are met; check box A and box E.\*

#### Applicable only in those jurisdictions where the Tuberculosis Assessment is required for school entry

#### Personal Beliefs Affidavit to be Signed by Parent or Guardian-Tuberculusis

I became request exemption of the child named on the from the traberculous assessment requirement for school/child care center entry because this procedure(s) is contrary to my building I understand that should there be a taberculous outliness, my child may be temperarily surfaced from school.

#### Creencias Personales: Declaración Jurada Debe ser Firmada por el Padre o la Madre o el Guardián

Solicito por la presente la dispensa de mi hijo numbrado en el revenuo, de los requestes pare la evaluación de la tuberculesta (tisia) de la nutrada a la recuela ya que esta evaluación es apuesta a mir execucias. Comprendo que el hay razón para sotrechar que en lujo sufra de la tuberculesta activa o si lasy un brote de la tuberculesta, mi hijo puede ser exclusión de la escuela.

Signature (Flema)	Date (Fedia)

<sup>\*</sup> Names of all children who are exempt should be maintained on an exempt roster for immediate identification in case of disease outbreak in the community.



### Watsonville/Aptos/Santa Cruz Adult Education

A Division of the Pajaro Valley Unified School District
PARENT WAIVER – STUDENT PRIVACY

<u>Administration</u> (831) 786-2160

**Dr. Nancy A. Bilicich**Director

**Todd Livingstone** Assistant Director

> Burr Guthrie Coordinator

#### **Departments**

Basic and Secondary Adult Education English as a Second Language

Career and Technical Education

Adults Training to Support Child School Success

Adults with Disabilities

#### District Administration (831) 786-2100

**Dr. Michelle Rodriguez**Superintendent

Clint Rucker

Chief Business Officer

Assistant <u>Superintendents</u>

Kasey Klappenback Elementary Education

**Kristen Shouse** Secondary Education

Alison Niizawa Human Resources

**Lisa Aguerria Lewis** Educational and EL Services



Dear Student:

Under California and Federal law, information about children in public schools can only be shared with people other than the student's parents and District employees, under very limited circumstances.

At the Parent Education Preschool Program, students take a very active role in the day-to-day operation of the preschool. This student participation is crucial to the success, and is a large part of what makes the preschool special.

However, for students to fully participate in the Parent Education Preschool Program, sometimes information about the child must be provided to the students who are volunteering in the Parent Education Preschool Program. The sharing of such information may be limited by laws governing the privacy of student records.

Therefore, we request that you agree to allow parent volunteers in the Parent Education Preschool Program to view information regarding your family, when necessary for the parents to fulfill their duties. Additionally, we request that you agree to keep confidential all information that you learn about other children through your work at the preschool.

Please sign below to indicate your agreement to allow other students to view your child's records, if needed, to implement the Parent Education Preschool Program. By signing below, you also agree to keep confidential information that you learn from other children's records. We look forward to having you and your family join us.

I,	, the parent of, hereby agree:
of other students. I agree that my child's record in the Parent Education Preschool Program, to a program. I also agree that, except as may be no disclose to anyone, information that I learn from	onfidential, and generally cannot be shared with parents is can be shared with other parents who are participating the extent necessary for them to properly implement the ecessary to implement the preschool program, I will not nother students' records. I will follow all directives of garding other students may be shared, and will not share ermission from District staff.
Name	Date

May, 2021 SS **08** Parent Waiver Student Privacy



Website: www.wascae.edu

#### **VOLUNTEER SERVICE REQUEST**

Pajaro Valley Unified School District actively encourages parent involvement in ongoing activities at the site and district levels. Our goal is to make school participation frequent and high quality. Children benefit from the active inclusion of parents during their school day and during extracurricular activities.

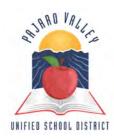
California state law requires District employees undergo background checks to ensure that such persons have not been convicted of serious or violent felonies. To protect the safety of its students, the District requires a similar background check before allowing volunteers to have routine contact with students.

I authorize the Pajaro Valley Unified School District to conduct a background investigation through the California Department of Justice and/or the Federal Bureau of Investigation and authorize release of information in connection with my application for volunteer service. I waive the right of access to any such information and without limitation hereby release the Pajaro Valley Unified School District and the reference source from any liability in connection with its release or use.

#### **VOLUNTEER INFO**

(Please Print Clearly)

		XXX-XX-	
FULL LEGAL NAME		LAST 4 SSN	
ADDRESS	CITY, STATE ZIP CODE	HOME/CELL PI	HONE
EMAIL ADDRESS			
STUDENT(S) NAME/O	GRADE LEVEL:		
What volunteer servi	ces will you be performing?		
		SCHOOL S	SITE/DEPT.
How often will you be v  Every Day  Times per we	☐ Chapero	one for field trip (Proof of ield trip? Yes □ N	f COVID-19 vaccination required) to □
Volunteer Signature (By signing, I underst	and that the background check n	Date nust be completed befo	ore volunteer service begins.)
Site Administrator Sig	nature	Date	
***Attached Confide			nd submitted with the Volunteer
	Form to be further consider	red for volunteer serv	<u>ice.***</u>
	HR Use Only: Fingerp  □TB Clearance  □COVID-19 Vaccinate  □FP Cleared & Date  □FP Not cleared	on card	



#### **Confidential Background Check**

Completion of this form is <u>mandatory</u> for all applicants and volunteers with the Pajaro Valley Unified School District.

The information disclosed on this form will remain confidential.

If you were convicted,
it will show up on your fingerprint report.
Please be sure to list convictions on this form in order for your application to be further considered with the District.

Have you ever been convicted o violation?	f a felony or misdemeanor other to	han a minor traffic
NO		
YES, I have. If yes, list	all convictions below.	
finding of guilt by a court in a trunder Penal Code section 1203. plea of not guilty, or setting asic information, it will still appear conviction(s) which fits the description.	"if you were convicted, whether large is a jury. Please note: E allowing the withdrawal of a please a verdict of guilty, or dismissing on your fingerprint report. You Maription above. Failure to disclose moved from consideration for emp	even if you had an order to a of guilty and entering a g the accusations or UST list any this information is fraud
needed). If your conviction was which occurred more than two y To complete this form, start belo criminal record will not automat	t complete this form (please attacks for a marijuana conviction other years ago, you are not required to cow and continue on the reverse sictically disqualify you from employed list all convictions on this form	than possession for sale, divulge this conviction. le if necessary. A yment or volunteer
Date/Location of Arrest(s)	Conviction(s)	Felony or
(list month/year of arrest and city/state where arrested)	(list the crimes for which you were convicted)	Misdemeanor
city/state where affested)	were convicted)	



### Watsonville/Aptos/Santa Cruz Adult Education

A Division of the Pajaro Valley Unified School District

\_\_\_\_\_

#### PARENT TUBERCULOSIS TEST

A Tuberculosis Skin Test or chest x-ray is required of adults who work with children. These tests are required every 4 years. This Tuberculosis Test result must be in your file before the first day of school.

Please attach proof of your test, if you have had one within the last 4 years, or you may obtain a test from most doctors' offices or through the Santa Cruz County Health Department. Send this proof of your test with your registration packet due by the last working day in July.

Name:
-------

# ATTACH DOCTOR \*\*\*TRIF\*\*CATION

\* k : k : k

Additional Health Information (Parent)

Do you have any physical limitation which would keep you from participating and helping with the usual preschool activities and working with the children? If so, please make a brief statement regarding this condition:

Child's Name:	
My Email:	
•	

Sincerely,

Dr. Nancy A. Bilicich Director