

**Kingsley Area Schools**  
402 Fenton Street  
Kingsley, MI 49649  
Phone: 231-263-5261  
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**Joshua Rothwell, Superintendent**  
jrothwell@kingsleyschools.org

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## **New Student Enrollment Process**

2024-2025

Welcome to Kingsley Area Schools! We are excited that you have chosen to send your children to Kingsley Area Schools. Our job is to provide a safe environment for your child to learn and provide a multitude of learning experiences at each grade level.

Before your child starts school at KAS we will need certain documentation. Below is a list of documents that we will need. **\*\*Please note that all new students will not start attending school until after the two-day verification period.** If all documentation is not provided or verified, the start day will most likely be extended.

**\*This is a two-sided document. Please refer to both sides of this document for accurate information.**

\_\_\_\_\_ A completed application. You can find our applications online at the Kingsley Schools website or obtain one in any of the school offices.

\_\_\_\_\_ Proof of residency. You will need to provide this for in-district residency or out of district. **\*If your residence is out of district you will also need to fill out Schools of Choice paperwork. Kingsley Schools reserves the right to verify residency at the time of enrollment and enrollment may be delayed during the verification period.**

\_\_\_\_\_ New homeowner within the District

1. Gas or electric bill with the name and address of the homeowner
2. New builds would require closing documents

\_\_\_\_\_ Renting within the District

1. A fully signed lease agreement
2. Gas or electric bill with the name and address of the homeowner

\_\_\_\_\_ Out of District Resident

1. Gas or electric bill with the name and address of the homeowner
2. Completed SOC Form

\_\_\_\_\_ Current Immunization Record

\_\_\_\_\_ Birth Certificate.

1. If the birth certificate is in a language other than English a certified translation is required
2. If the person enrolling the child is not one of the parents listed on the birth certificate a custodial/guardianship document will be required

\_\_\_\_\_ Academic Records- be prepared to provide the name, address and phone number from the previous school

\_\_\_\_\_ Valid ID from parent(s) or custodian/guardian

\_\_\_\_\_ If your child is receiving special education services please provide a copy of the Individual Education Plan (IEP)



# Kingsley Area Schools

## New Student Registration Form



**Student's Legal Name:** \_\_\_\_\_

**Student's Preferred Name** *(if different than legal name):* \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Grade:** \_\_\_\_\_ **Gender:** \_\_\_\_\_

**Race** *(choose one or more):* White/Caucasian \_\_\_\_\_ Black/African American \_\_\_\_\_ Asian \_\_\_\_\_

Native American/Alaskan Native \_\_\_\_\_ Native Hawaiian/Pacific Islander \_\_\_\_\_ Hispanic/Latin American \_\_\_\_\_

**Ethnicity** *(choose one):* Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino \_\_\_\_\_

**What is your child's native or first language?** \_\_\_\_\_

**What is the primary language used in your child's home or living environment?** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Mailing Address** *(if different than physical address):* \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Parent/Guardian #1:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Work Number:** \_\_\_\_\_

**Place of Employment:** \_\_\_\_\_

**Parent/Guardian #2:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Work Number:** \_\_\_\_\_

**Place of Employment:** \_\_\_\_\_

**Has your student ever received special education services?** YES  NO

**Does your student have a current IEP?** YES  NO

**Does your student have a current 504 Plan?** YES  NO

**Are there any medical concerns or allergies that the school should be aware of?** YES  NO

If yes, please list: \_\_\_\_\_

**Did your child have a medical or safety plan at their last school?** YES  NO

**Please list at least 1 emergency contact for your child:**

Contact #1: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact #2: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact #3: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



KINGSLEY AREA SCHOOLS - 28090

This document is to verify that I \_\_\_\_\_  
the parent or guardian of \_\_\_\_\_  
\_\_\_\_\_  
(List children enrolling)

We have established a legal residency in the Kingsley Area School District. It is also an expression of willingness to provide any necessary documentation that the Kingsley school system may require as proof of our legal residence in this district.

The physical address at which my child/children and I reside in the Kingsley Area School District is:

\_\_\_\_\_  
\_\_\_\_\_

I understand that not residing legally in the Kingsley Area School district, according to school code, is cause for my child/children to be expelled by the school system

\_\_\_\_\_  
(Parent/Legal Guardian Signature)

\_\_\_\_\_  
(School Official)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

Office use only: Please place official documentation below:



# REQUEST FOR STUDENT RECORDS KINGSLEY MIDDLE SCHOOL

Parental permission for release of information or request for review of student records.

I hereby authorize: (Name and Address of former School)

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To release all pertinent information in the records of my child/children:

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Name	Birthdate
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Name	Birthdate
------	-----------

Mail or Fax:

- Immunizations
- Birth Certificate
- Transcript
- Special Education Records (most recent IEP)
- Grades from date of departure
- Discipline
- CA60

TO: Kingsley Middle School  
403 Blair Street  
Kingsley, MI 49649  
Phone: (231) 263-5261 Ext. 3101  
Fax: (231) 263-4623

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Authorized Signature	Relationship
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Address	Date
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# KINGSLEY AREA SCHOOLS

## Transportation Request Form

**Please complete the form below for each student.**

My child will **NOT** require transportation. (Please complete the student information section, school, grade, and sign the form at the bottom)

School Year \_\_\_\_\_

Grade in Sept. \_\_\_\_\_

### STUDENT INFORMATION - One form is required per student (Please Print)

*Please check all that apply*

My eligible child **WILL** require transportation to/from our **PRIMARY ADDRESS** listed below for the following times:

AM

PM

Last Name	First Name	Middle Name
Primary Address		Primary Phone Number
City/Zip		Date of Birth

*Please check all that apply*

My eligible child **WILL** require transportation to/from an **ALTERNATE ADDRESS** listed below for the following times:  
(other than our primary physical address listed above)

AM

PM

Alternate Address	Alternate City/Zip
Contact Person at Alternate Address	Contact Person Phone Number

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please Do Not Write Below This Line (For Office Use Only)*

Date Received at School Office \_\_\_\_\_



# ELECTIVE OPTIONS 24-25



Kingsley Middle School | Kingsley, MI

## Physical Education

We, as Physical Education Instructors at Kingsley Middle School, are very interested in seeing your child succeed in our classroom. We feel that fitness concepts and activities learned early in life will hopefully carry over to lifelong fitness as the student progresses into adulthood. Our program here at Kingsley offers a large array of different activities. Your child will be exposed to not only team sport but also individual sport, personal conditioning, Principles of Training and fitness oriented units. We want to stress the importance of lifelong fitness and hopefully promote to each student a personal pride toward continued individual fitness pursuits. As instructors, we feel it is important to let you know how we will be evaluating your son or daughter in our classes: Attendance, Physical Effort, Citizenship and Skill/Fitness testing.

## Sustainable Science

This class is for 7/8th Graders only. Students will learn basic life skills in this class that include, but are not limited to, cooking, sewing, gardening, farming, vermiculture, composting, hydroponics and aquaponics.

## Board Game / Design

### **1st Semester - Tabletop Strategy Game Design**

In order to design strategy games, we need to play a wide variety of strategy games with different game mechanics. We will be playing a lot of games ranging from very simple to fairly complex, analyzing the games, brainstorming ideas for games and begin making prototypes. We will learn about digital design tools to create the final game components and rulesets.

### **2nd Semester - Tabletop Role Playing Game Design**

In order to design characters, settings, and adventures, we will be playing a variety of role-playing games. Through playing these games you will become familiar with the mechanics of RPG games as well as conventions for role playing. After experiencing a number of different games, we will begin brainstorming ideas for games and begin making prototypes. You will create the instructions and settings for your game also. The design process involves playtesting your game with other students and getting their feedback based on criteria for successful games. A game may need to go through this cycle of playtesting and feedback several times. We will learn about digital design tools to create the final game components and rulesets.

## Wood Shop

When you walk into the Wood Shop classroom, you will see students actively engaged as they enhance and refine the development of their motor skills. You will see students building their confidence, paying attention to detail, and having the ability to follow plans. Their progress is rewarded by the transformation of a simple piece of wood into a beautiful project. My students learn about shop organization, tools, safety, and project construction. At any given time, you will see students gluing up projects, working at the workbench sanding, using hand tools, and using power machines. They will also be demonstrating the safety that goes along with these tools. Quality of work and safety are the most important skills learned in the class.

## Art

**6th Grade:** Students will be able to apply skills and knowledge to perform, create, and evaluate works of art at a beginners level and make connections between art, culture, and everyday life (quarter long class).

**Art 1:** Students will be able to identify, design, and solve creative problems and critically observe, describe, and analyze visual characteristics at an emerging level. (semester long class, no prerequisite)

**Art 2:** Students will be able to critically observe, describe, and analyze visual characteristics within works of art and how art contributes to and reflects all societies and cultures. (semester long class, prerequisite Art 1)

**Studio Art:** This course is reserved for students who are advanced artists who are interested in starting their own art portfolio. Students must be approved for this course by the art teacher and may be required to audition for the course through presentation of their personal artwork. The course elaborates on the standards and content in Art 2. (year long class, prerequisite Art 2 and audition)

# ELECTIVE OPTIONS 24-25



Kingsley Middle School | Kingsley, MI

Here at Kingsley Middle School we offer an array of elective options to our students! On the front and back of this sheet you will find a quick description of what each specific elective entails. If you have questions regarding any of these elective options please do not hesitate to contact Middle School Counselor or Middle School Principal.

Students will be selecting their electives for the upcoming 2024 - 2025 school year before summer break. Please note: we will be doing our best to accommodate your elective choices however it is possible you may not receive the choices you pick due to other academic needs (reading intervention) or scheduling conflicts.

## Choir

**6th Grade:** In this course students begin practicing and learning about vocal technique including how to listen and make their voice match pitches and specific, age appropriate tone. They will start to learn to decipher notes and rhythms on the musical staff. In addition they will begin learning how to sight sing music. Students learn music history and performance practices through the repertoire chosen. Students will begin to establish poise and self-confidence both in the class and through performing 2 to 4 concerts a year. Students will also be introduced to basic guitar, Afro-Caribbean hand drumming, and some movement through dance. Students are expected to participate in all concerts.

**7th / 8th Grade:** In this course students learn and practice vocal technique including how to listen and make their voice match pitches and specific, age appropriate tones. They will continue to learn to decipher notes and rhythms on the musical staff. In addition, they will practice sight singing music. Students learn music history and performance practices through the variety of repertoire chosen. Students will continue to establish poise and self-confidence both in the class and through performing 2 to 4 concerts a year including performing in adjudicated settings through MSVMA. Students will have opportunities to sing for other adjudicated MSVMA events such as Solo and Ensemble. Students are expected to participate in all concerts.

## Spanish

**Introductory Spanish (wheel):** 6th grade students will have the opportunity to learn and practice basic speaking and listening in Spanish.

**Intermediate Spanish:** is for students who would like to continue practicing their skills in anticipation for taking Spanish 1 in 8th grade. No High School credit given.

**Spanish 1:** is for students in 8th grade who want to advance their understanding of the language and culture. 1 High School credit given with successful passing of class and end of year exam

**6th Grade:** *You must select 2 choices. Please note, you can not select the same choice twice. I.E: wheel for choice 1 and choice 2.*

- Wheel (Art, Spanish, PE & Shop)
- Full Year Band
- Full Year PE
- Full Year Choir

**7th / 8th Grade:** *You may select either 2 semester options with 1 year long option OR two year long options OR 4 semester options.*

### Semester Classes:

- Board Game Design
- Sustainable Science
- Art 1
- Art 2 (must take art 1 first)
- PE
- Intermediate Spanish (not for HS credit)
- Shop 1
- Shop 2 (must take shop 1 first)

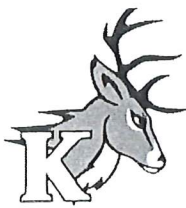
### Full Year Classes

- PE
- Choir
- Band
- Spanish 1 (8th grade only, HS credit)
- Studio Art (must take art 1 & 2 first or get approval from teacher)

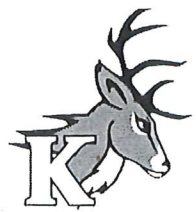
## Band

**6th Grade Band:** A continuation of skills learned in 5th grade band. Students perform at three concerts annually. Study of scales and more advanced ensemble literature.

**7/8 Concert Band:** A continuation of skills learned in 6th grade band. Students perform a variety of repertoire on wind, percussion, and brass instruments. Students perform at three school concerts, as well as community events. In addition student participation in MSBOA Festivals is required. Students also further their scales, preparing not only ensemble repertoire, but also by studying solo and ensemble music.



# ELECTIVE SIGN-UP FOR NEW STUDENTS



Welcome to Kingsley Middle School!

We hope you enjoy your time with us and learn at your greatest potential.

## 5<sup>th</sup> Grade Elective Offerings

Please select TWO of the options below.

Exploratory Wheel (Art, Spanish, Technology, & PE)  
*Students are scheduled into one of each of these classes for each quarter of the year.  
 All 5<sup>th</sup> graders in Wheel rotate through the 4 classes that are part of the wheel.*

Full Year PE

Full Year Choir

Full Year Band

## 6<sup>th</sup> Grade Elective Offerings

Please select TWO of the options below.

Exploratory Wheel (Art, Spanish, Shop, & PE)  
*Students are scheduled into one of each of these classes for each quarter of the year.  
 All 6<sup>th</sup> graders in Wheel rotate through the 4 classes that are part of the wheel.*

Full Year PE

Full Year Choir

Full Year Band

## 7<sup>th</sup> Grade Elective Offerings

Please select from the choices below to fill 2 full class periods (4 semester courses, 2 semester courses and 1 full year course, or 2 full year courses)

### Semester Classes

Board Game Design

Sustainable Science

Art 1

Art 2 – must take Art 1 first

PE

### Full Year Classes

Intermediate Spanish

PE

Choir

Band

Shop 1

## 8<sup>th</sup> Grade Elective Offerings

Please select from the choices below to fill 2 full class periods (4 semester courses, 2 semester courses and 1 full year course, or 2 full year courses)

### Semester Classes

Board Game Design

Sustainable Science

Art 1

Art 2 – must take Art 1 first

PE

### Full Year Classes

Intermediate Spanish

PE

Choir

Band

Shop 1

Shop 2

Spanish 1 (HS Credit)

Studio Art – must take art 1 & 2 first or present a portfolio of work



**SCHOOL DISTRICT (NORTH ED)  
COOPERATIVE SCHOOLS OF CHOICE PROGRAM APPLICATION FOR  
PARTICIPATION (FY2024-25)**

Received Date: _____
Approved <input type="checkbox"/> Yes <input type="checkbox"/> No
Initials: _____ Date: _____

Student Name: \_\_\_\_\_

**APPLICANT INFORMATION: (1 APPLICATION PER STUDENT TO BE COMPLETED BY PARENT/GUARDIAN)**

Applicant Student Name: _____	Student Grade (entering FY24-25) _____
Student Birth Date: _____	Please check one: Male <input type="checkbox"/> Female <input type="checkbox"/>
District of Residence: _____	Last School attended _____
Sibling #1 Name: _____	Student Grade (entering FY24-25) _____
Student Birth Date: _____	Please check one: Male <input type="checkbox"/> Female <input type="checkbox"/>
District of Residence: _____	Last School attended _____
Sibling #2 Name: _____	Student Grade (entering FY24-25) _____
Student Birth Date: _____	Please check one: Male <input type="checkbox"/> Female <input type="checkbox"/>
District of Residence: _____	Last School attended _____

REASON(S) FOR SEEKING TO ENROLL IN THE \_\_\_\_\_ School DISTRICT: \_\_\_\_\_

**Parent/Guardian:** County: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ City & Zip: \_\_\_\_\_

Are any siblings currently enrolled/attending the \_\_\_\_\_ Schools District?  Yes  No

If yes, please list name and grade: \_\_\_\_\_

Has the student ever been suspended, expelled, convicted of a felony, or otherwise excluded for disciplinary reasons?  Yes  No

If yes, please provide an explanation: \_\_\_\_\_

HAS THE STUDENT EVER BEEN TESTED FOR SPECIALIZED SERVICES?  Yes  No

OR DO THEY RECEIVE SPECIALIZED ASSISTANCE IN SCHOOL?  Yes  No If Yes, please provide an explanation: \_\_\_\_\_

**Please read and acknowledge the following by checking the boxes and signing below:**

- I have been provided a copy of the open enrollment policy and understand and will abide by all of its provisions.
  - I understand that I am committing to enroll the above named student for a period of not less than one academic year.
  - I understand, and agree that per the terms of the agreement, the student's resident school district is not obligated to re-enroll them until the beginning of the next academic semester or trimester.
  - I understand transportation will be the responsibility of the parent/guardian to the extent permitted by law.
  - I understand Michigan High School Athletic Association regulations apply to all high school age transfers.
  - I understand that misrepresenting or withholding information on the application may cause my application to be withdrawn or rejected.
  - I agree to hold the \_\_\_\_\_ District, and any of their employees, and their Board of Education harmless for any decision in the admission process.
- Records, including disciplinary and attendance, will be requested from student's previous school. Do you give permission for all the student's records to be released?  Yes  No

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RESIDENT SCHOOL DISTRICT INFORMATION:** (To be completed by resident school administrator) This application must be delivered to the resident school district to be completed and will be returned by the resident district to the enrolling district.

Has the student ever been suspended, expelled, convicted of a felony, or otherwise excluded for disciplinary reasons?  Yes  No

If yes, please provide an explanation: \_\_\_\_\_

Has the student ever been tested for specialized services? Or do they receive specialized assistance in school?  Yes  No

If yes, please provide an explanation: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_ Resident School: \_\_\_\_\_ Schools

Signature/Superintendent Releasing Student: \_\_\_\_\_ Date of Release: \_\_\_\_\_

Signature/Accepting Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

Applicants for admission as non-resident students and their parents/guardians are hereby notified that the \_\_\_\_\_ School District does not discriminate on the basis of race, color, national origin, sex, religion, or disability in admission or access to programs, activities, or policies or any other characteristic for which discrimination is prohibited by law.

