



Home of the "Silverbacks!"

Liberty High School

A Community Learning Center
"Where every student counts!"

1300 Cedar St
Globe, AZ 85501

Phone: (928) 402-8024

Fax: (928) 402-8358

www.liberty-high.net

ENROLLMENT & REGISTRATION PACKET

Liberty High School is an alternative public charter school with open enrollment policies in accordance with A.R.S. § 15-184. An enrollment form and Arizona proof of residency form which shows a list of approved documents is required at the time of enrollment.

Liberty does not discriminate in its admissions or enrollment practices on the basis of race, ethnicity, national origin, age, religion, gender, income level, disability, English proficiency, or athletic ability. Liberty High School may refuse to admit any student who has been expelled from another educational institution or who is in the process of being expelled from another educational institution. After enrollment is confirmed, the documents listed below will be requested.

_____ Records Request Form (Transcripts needed for course placement & schedule)

_____ Birth Certificate — (certified or other proof; baptismal, affidavit, agency)

_____ Immunization Records — (copy)

_____ Home Language Survey – PHLOTE

_____ ESEA (Elementary Secondary Education Act) Eligibility Forms (optional)

_____ Parent Permissions (movies & medication)

_____ Any Necessary Court Documents

Thank you for assisting us in our efforts, and if you have any questions, please call our school office at (928) 402-8024.

ENROLLMENT DATE:

/ /

Liberty High School District - 1300 Cedar St, Globe, AZ 85501

GRADE:

REGISTRATION FORM

STUDENT INFORMATION:

(Last Name) (First) (Middle)

ETHNICITY: _____

(Other Names)

AGE AS OF Sept 1st _____ M _____ F _____

/ /

Social Security #: _____

Birth Date: _____ Email _____

RESIDENCE: (Street) (City) (Home Phone No.) **MAILING ADDRESS:** (City) (Zip)

Tribal Affiliation (where applicable): _____

If Student is 18 or older:

(Student Phone #)

(Student Email)

STUDENT'S MARITAL STATUS:

SPOUSE'S OCCUPATION:

SPOUSE'S NAME:

SPOUSE'S WORK NUMBER:

FAMILY DATA:

FATHER BIRTH DATE BIRTH PLACE: (City) (Zip)

FATHER'S Email: _____

FATHER'S OCCUPATION EMPLOYER PHONE NO.

MOTHER BIRTH DATE BIRTH PLACE: (City) (Zip)

MOTHER'S Email: _____

MOTHER'S OCCUPATION EMPLOYER PHONE NO.

STUDENT LIVES WITH: _____

PLEASE LIST BROTHERS AND SISTERS (School Age Only):

(Last Name) (First) (Birth Date) (Grade)

Parents Married? Yes No Active Military Mom Dad Both Explain
Living together? Federal Lands Explain

EMERGENCY INFORMATION: FAMILY DOCTOR PHONE NO.

SPECIAL HEALTH PROBLEMS: _____

PERSONS TO CALL WHEN YOU ARE NOT AVAILABLE:

1. RELATIONSHIP PHONE NO.

2. RELATIONSHIP PHONE NO.

SCHOOL HISTORY:

SCHOOL LAST ATTENDED PHONE MAILING ADDRESS: (City) (State) (Zip)

GRADE: FROM/TO: (Dates) SPECIAL PROGRAMS ATTENDED
(i.e. Gifted, Special Education, Chapter 1, 504, Other)

Was Student Given a Long Term Suspension or Expelled from the last school? Yes No

SIGNATURE OF PARENT/GUARDIAN

DATE



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AUTHORIZATION FOR RELEASE/REQUEST FOR EDUCATION RECORDS

Name of Student: _____

Date of Request: _____ Birthdate: _____

I hereby authorize (Name of School{s} or Facility{s})

To release to **LIBERTY HIGH SCHOOL**

Any and all confidential education related information concerning:

_____ **Education**
(Faxed Unofficial Transcript)

_____ **OFFICIAL TRANSCRIPT**
(Sealed and sent Mail)

_____ **Test Results**
(both Front & Back)

_____ **Comprehensive Education**

_____ **Social/Behavior**

_____ **Medical/Health Records**

_____ **Speech/Language**

_____ **Birth Certificate (Copy)**

_____ **Individual Education Program**
(IEP, MET, Eval, Eligibility, with Signatures)

_____ **Progress Grades**

Thank you for your response to this request.

Requesting Party's Signature

- No information requested or received will be transferred to a third party without written parental permission, signature of student of legal age, or proof of proper authority of the requesting party as abiding by ARS 15-828.



Arizona Department of Education
Office of English Language Acquisition Services

Home Language Survey

The responses to this Home Language Survey (HLS) are used by the school to provide the most appropriate instructional programs and services for the student. **The answers below will determine if a student will take the Arizona English Language Learner Assessment (AZELLA).** Please respond to each of the three questions as accurately as possible. If you need to correct any of your responses, this must be done **before** the student takes the AZELLA Placement Test.

1. What language do people speak in the home *most* of the time?

2. What language does the student speak *most* of the time?

3. What language did the student *first* speak or understand?

Student Name_____	District	Student	ID_____
Date of Birth_____		SSID_____	
Parent/Guardian Signature_____	Date_____		
District or		Charter_____	
_____	School_____		

Please provide a copy of the Home Language Survey to the EL Coordinator/Main Contact on site.

In AzEDS, please enter all three HLS responses.

These HLS questions are in compliance with Arizona Administrative Code (R7-2-306(B)(1),(2)(a-c)). (Revised 05-2023)



State of Arizona
Affidavit of Shared Residence

I swear or affirm that I am a resident of the State of Arizona and that the persons listed below reside with me at my residence, described as follows:

Persons who reside with me: _____

Location of my residence: _____

I submit in support of this attestation a copy of the following document that displays my name and current residence address or physical description of my property:

- ___ Valid Arizona driver's license, Arizona identification card or motor vehicle registration
___ Valid U.S. passport
___ Real estate deed or mortgage documents
___ Property tax bill
___ Residential lease or rental agreement
___ Water, electric, gas, cable, or phone bill
___ Bank or credit card statement
___ W-2 wage statement
___ Payroll stub
___ Certificate of tribal enrollment or other identification issued by a recognized Indian tribe.
___ Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)
___ I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit

Printed Name of Affiant: _____ Signature of Affiant: _____

The physical residence is still the same location as it was during the previous registration. No Changes have been made since then.



Acknowledgement

State of Arizona; County of _____

The foregoing was acknowledged before me this ___ day of _____, 20___,

By _____.

My Commission Expires: _____

Notary Public



Alternative Form for Income-Based Eligibility

The Arizona Department of Education provides the following Fiscal Year 2026 Income Guidelines for determining income eligibility for a various state and federal programs. This form should be utilized by households with students that attend schools that do not offer the National School Lunch Program (NSLP) or by households with students that attend schools operating a special provision option in a non-base year for the NSLP. Organizations should retain completed forms for a period of five years.

Definition of Income: all items such as wages and salaries before any deductions, and other income, such as self-employment, welfare, social security, retirement benefits, unemployment compensation, worker's compensation, aid for dependent children, alimony, child support, pensions, insurance, or annuity payments, etc.

Exclusion: the value of meals, milk, or EBT benefits to children shall NOT be considered income in the household.

Is your household at or below the current income guidelines based on the attached Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act Income Eligibility Guidelines Schedule?

Yes, Income Eligibility 2 (Indicator 2 in AZEDS):	<input type="checkbox"/>
Yes, Income Eligibility 1 (Indicator 1 in AZEDS):	<input type="checkbox"/>
No:	<input type="checkbox"/>

If your household qualifies, please complete the following information for each student:

Student's Name

Name of School

Eligibility status is only recognized from the date of the signature until the end of the respective school year.

I hereby certify that all the above information is true and correct:

Parent/Guardian Signature: .

Date: .

Income Eligibility Guidelines: July 1, 2025 to June 30, 2026

Income Eligibility 1

HOW OFTEN INCOME WAS RECEIVED

Family Size	Yearly	Monthly	Bi- Monthly		Weekly
			(Bi-Monthly)	(Every Two Weeks)	
1	\$20,345	\$1,696	\$848	\$783	\$392
2	\$27,495	\$2,292	\$1,146	\$1,058	\$529
3	\$34,645	\$2,888	\$1,444	\$1,333	\$667
4	\$41,795	\$3,483	\$1,742	\$1,608	\$804
5	\$48,945	\$4,079	\$2,040	\$1,883	\$942
6	\$56,095	\$4,675	\$2,338	\$2,158	\$1,079
7	\$63,245	\$5,271	\$2,636	\$2,433	\$1,217
8	\$70,395	\$5,867	\$2,934	\$2,708	\$1,354
Each Additional Member Add:	+\$7,150	+\$596	+\$298	+\$275	+\$138

If all income is received on the same schedule

Example: alimony = \$100 / month & pension = \$300/month

DO NOT use conversion factors

If family reports income sources from more than one schedule

Example: alimony = \$100 / month & pension = \$300 / week

Income MUST be converted to yearly.

Income Eligibility 2

HOW OFTEN INCOME WAS RECEIVED

Family Size	Yearly	Monthly	Bi- Monthly		Weekly
			(Bi-Monthly)	(Every Two Weeks)	
1	\$28,953	\$2,413	\$1,207	\$1,114	\$557
2	\$39,128	\$3,261	\$1,631	\$1,505	\$753
3	\$49,303	\$4,109	\$2,055	\$1,897	\$949
4	\$59,478	\$4,957	\$2,479	\$2,288	\$1,144
5	\$69,653	\$5,805	\$2,903	\$2,679	\$1,340
6	\$79,828	\$6,653	\$3,327	\$3,071	\$1,536
7	\$90,003	\$7,501	\$3,751	\$3,462	\$1,731
8	\$100,178	\$8,349	\$4,175	\$3,853	\$1,927
Each Additional Member Add:	+\$10,175	+\$848	+\$424	+\$392	+\$196

Yearly income = Monthly x 12

Yearly income = Twice Per Month (Bi-Monthly) x 24

Yearly Income = Every Two Weeks (Bi-Weekly) x 26

Yearly Income = Week x 52

DO NOT round the values resulting from each conversion.

DRESS CODE

Clothing must not violate school policy as stated in the parent/student handbook.

Hats may not be worn in the buildings. They may be worn outside and décor must not violate “no tolerance” policies.

Bandanas may not be worn on any part of your person during school.

ANY kind of music device and/or cell phones are not permitted at school.

If you choose to wear hats or bandanas, or use ANY kind of music device, and/or cell phones, you will be asked to give it up. Refusal to do so will result in your items(s) being confiscated and must then be picked up by parents at their convenience.

I have read the understand the above statements.

Signature of Parent/Guardian

Date

Name of Student

Signature of Student

Date

Parent/Guardian **Pick-up** Permission

The following people **MAY**
pick my child up from school.

The following people **MAY NOT**
pick my child up from school.

Name

Relation

Name

Relation

Signature of Parent/Guardian

Date

Parent/Guardian Movie Permission

Permission is given for _____ to watch a movie containing PG13 and/or R Rated material as long as it is relevant to state academic standards.

Parent Signature

Date

I do not give permission and understand the student will be excused to another classroom.

Parent Signature

Date

Vandalism of School Property

Dear Parent or Guardian:

State statutes and district policies prohibit the misuse, abuse and vandalism of school buildings and equipment.

Parents are reminded that **they may be held liable** for such misuse, abuse and vandalism by their child. In the event that such prohibited action occurs and damage is done to school property, parents may have to provide restitution to the school. Penalties may be imposed on the student including, but not limited to, suspension and/or expulsion.

I have read the above and understand these statements.

Signature of Parent/Guardian

Date

Name of Student

Signature of Student

Date

Medication Permission Form

I hereby request and authorize the staff of Liberty High School to dispense or monitor the medications listed below for my child.

I, _____ agree to release Liberty High School, and all staff from any responsibly as a result of any problems arising from the administration of medications or treatments.

The following medication(s) may be given by Liberty High School:
(please initial where applicable)

___ Advil, 200mg

___ Tylenol 500mg

___ Aspirin 325mg

___ Hall's Cough Drops

___ Other: Specify _____

___ Hydrocortisone Cream

___ Benadryl Gel

___ Caladryl Lotion

___ **Doctor Prescribed Medication** (which must be left at the office and will be prescribed only as directed by the bottle's prescription).

I understand that medication will be administered for no more than 2 days. Should my student require any more medication, I accept that the school will contact me and ask for verbal permission, at the time, and provide written permission for the student's file for later reference.

Signature of Parent/Guardian

Date

Name of Student

If your child experiences ANY side effects or allergic reactions from any medications or dressing (i.e. Band Aids, etc.) please specify below.

Liberty High School Online Learning Policies

NETIQUETTE/ACCEPTANCE USE

General Regulations:

Internet access is required for students using online learning courses. The Internet and other online resources provided by Liberty High School whether onsite or distance, are intended to be used to support the instructional program and further student learning. Liberty retains the right to monitor all classes, computer usage, and files for compliance with state mandated regulations and/or procedures.

Computer Ethical Use Agreement:

Online learning resources, including the Internet, are to be used in a responsible, efficient, ethical, and legal manner in accordance with Liberty High School student policies. The school/district cannot guarantee the accuracy of the information or the appropriateness of any material on the Internet outside its onsite learning management system. By signing these agreements, the parent or guardian understands that Liberty High School/District is not responsible for materials acquired by the student on the internet, for violations of copyright, users' mistakes or negligence, or any costs incurred by the user.

User Obligations and Responsibilities: The use of e-mail is essential for communication between teachers and students. Students must use computers appropriately, agree to all rules of etiquette established by Liberty High School, and sign a statement acknowledging their understanding and acceptance of these rules. These will include the following:

- Students will use any school equipment, the school learning platform and its resources only for purposes related to education. Commercial, political, and/or personal use unrelated to an educational purpose is strictly prohibited.
- Students will use computers with consideration and respect. They are prohibited from accessing, posting, submitting, publishing or displaying harmful matter or material that is obscene, threatening, disruptive, or sexually explicit; that could be construed as harassment, disparagement, or cyber bullying of others (based their race, national origin gender, sexual orientation, age, disability, religion, political beliefs); or that is intended to annoy, harass, intimidate, disrupt the operation of the program, or interfere with the rights of other students or staff.
- Vandalism will result in the cancellation of user privileges. Vandalism includes the intentional uploading, downloading, or creating of computer viruses and/or any malicious attempt to harm or destroy materials, data, or equipment.
- Students will give credit to others whose work is used. Neither internet content nor the work of classmates will be cut, copied, or plagiarized. Students will abide rules and regulations.
- Students will communicate via e-mail or instant messaging to teachers cautiously and with discretion. Liberty reserves the right to monitor any online communication(s) for improper use. Electronic communications and downloaded material, including files deleted from a user's account, may be monitored or read by school/district personnel.

Student responsibilities Include, but are not limited to the following:

- ✓ Refrain from including information in e-mail or instant messaging that is not appropriate for printing or discussion in a public setting. Privacy cannot be assured in e-mail communications.
- ✓ Send no unsolicited e-mail or instant message to classmates.
- ✓ Protect the confidentiality of other users' mail or files. Students will not read the mail or files of others and shall not attempt to interfere with another user's ability to send or receive electronic mail or instant messaging, nor shall they attempt to delete, copy, or modify, or forge the mail of others.

Keep personal account numbers, home addresses, and telephone numbers private and protect and keep secret any passwords issued for course access.

- Students will accept responsibility for any charges incurred for phone usage, line costs, or usage fees as a result of using the internet for any purpose other than that required as part of the course taken. Liberty High School will assume not responsibility for such charges.
- The use of Liberty online learning resources is a privilege, not a right, and inappropriate use may result in cancellation of those privileges. Students who fail to abide by Liberty High School online learning policies shall be subject to disciplinary action, revocation of the user account, and legal action as deemed appropriate.
- Students will abide by all local, state and federal laws and policies related to Internet usage. Liberty administrators will cooperate fully with local, state, and federal officials in the investigation of legal activities conducted through the use of the internet. Students suspected of violating the Netiquette/Ethical Use Policy will be notified of the suspected violation and given an opportunity to respond. If violations are confirmed, students may be removed from the course, assigned a failing grade, and subjected to other disciplinary and/or legal consequences as determined by district polices and local, state, and federal authorities.

CODE OF CONDUCT

Students will be responsible for their own behavior, will properly handle and use al classroom equipment, and will show respect for others in the classroom (onsite or virtual). **Virtual classrooms will be recorded for quality assurance.**

Students will:

- Be attentive.
- Actively participate in the learning experience.
- Complete all assigned homework, projects, and assessments on time.
- Abide by an individual academic honesty policy.
- Follow all rules established by the school/district, and the teachers. In the event the actions of students cause harm to other students, or school staff, the school administration has the right and responsibility to discipline offenders. If a situation occurs where disciplinary action is required, the school administration will determine appropriate consequences, including the possible removal of a student's online privileges.

ACADEMIC INTEGRITY

Students, parents and/or guardians will abide by policies outlined in this agreement. All online learning teachers utilize a variety of software to check student work for authenticity. If an instructor confirms that a student has plagiarized work in any manner or used resources not permitted by the instructor, the student will be subject to consequences determined by the school administration.

RIGHT TO PRIVACY

Protecting the confidentiality of online learning passwords is the responsibility of the student. Liberty will not publish or display the names of students, their images, or their coursework on its website, in videos or in publications without the consent of the student and their parents/guardians.

In accordance with the Family Educational Rights and Privacy Act (FERPA), Liberty High School will allow access to student records only to those authorized. Authorized personnel include the Arizona Department of Education, Arizona State Board for Charter Schools, school site staff, and others with a legitimate educational or legal interest in students' records.

STUDENT/TEACHER COMMUNICATION

Communication between the online student and teacher is essential and must be frequent and ongoing. A variety of modes, including virtual classrooms/meetings, e-mail, telephone, discussion boards, instant messaging, and other appropriate services or tools, may be used by teachers and students to communicate regarding course requirements, expectations, grading, and other issues related to course content and instruction.

SPECIAL NEEDS STUDENTS

The following policies are written for students with disabilities who have either an individualized Education Plan (IEP) or a 504 Plan, or is an EL student.

- Prior to enrollment in an online course, the attendance clerk shall contact the SPED or AZELLA Director for a review of the educational needs of the student based on the requirements of the IEP or 504 Plan, or EL needs.
- The SPED or AZELLA Director will ensure the IEP, 504 Plan, or ELL need is made available to the teacher of record. The online teacher must be informed of his or her responsibility for implementing the IEP, 504 Plan, or EL needs.

Teachers and staff will maintain confidentiality with all personally identifiable educational records received by storing such records in a secure environment.

Liberty High School Permissions & Acknowledgements

Electronic/Print Media

Because of the intense interest in public education, print and electronic media sometimes request schools for stories about programs and current events. In accordance with such activities, district policy requires parental approval be obtained before the media may take close up pictures of students, or use a student's photo and name in non-school publications. Please authorize by initially on the line that you allow your child to be interviewed and photographed by the print/electronic media. _____

World Wide Web & Internet Publishing

Liberty High School recognizes the limitless potential for research, information and communication provided by the internet and the World Wide Web. Therefore, we encourage the creation of our school website pages for publication on the internet. However, all Web publications are subject to the following terms:

- Student work may be published only as it relates to a curricular subject or school activity.
- All Web page documents may include only student's first names
- No names may be associated with pictures

Liberty High School Handbook & Online Learning Student/Parent Acknowledgement

I have read the Liberty High School Online Learning Policies and agree to abide by these policies as outlined in the handbook as well as all information contained in the Liberty High School Student & Parent Handbook.

Student's Printed Name: _____

Student Signature: _____ Date: _____

Print Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____