Guardian Take Home School Packet

This packet is yours to take home. It contains school information you may find helpful.

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<th>Page Number</th>
<th>Document</th>
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<td>Letter regarding Form for Compensatory Education Funding Qualifications</td>
</tr>
<tr>
<td></td>
<td>(page 7 of enrollment packet). Contains letter from the Superintendent</td>
</tr>
<tr>
<td></td>
<td>answering frequently asked questions and instructions on how to complete</td>
</tr>
<tr>
<td></td>
<td>the form.</td>
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<td>4</td>
<td>Letter regarding Texas immunization requirements for students grade K-12.</td>
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<td></td>
<td>grade K-12.</td>
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<tr>
<td>7</td>
<td>2016-2017 School Calendar</td>
</tr>
</tbody>
</table>

Below is other information you may find useful while your student is enrolled with us.

**UT-UCS School website:**
http://www.ut-ucs.org/
The website contains helpful information including the school calendar, the student code of
conduct and the student information guide.

**Memorial Hermann School Contacts:**
Campus Principal: Dottie Goodman (P) 512-633-0795
Campus Registrar: Jackie Swanier (P) 713-558-3984 (F) 713-558-3985
2016–2017 Letter to Households to Qualify UT-University Charter School for Compensatory Education Funding for School Year 2017–2018

Dear Parent or Guardian:

The UT-University Charter School may qualify for additional funding from the state if any of our students meet certain guidelines. The additional funding, known as the Compensatory Education Allotment, is used to provide supplemental services to students who are at-risk or not performing at an appropriate level. Please help us collect the necessary information so that we may receive additional state dollars for the benefit of our students.

The district is automatically eligible for this funding if you receive food stamps or Temporary Assistance for Needy Families (TANF). Otherwise, the district may qualify for this funding depending upon your income and family size. Please complete the attached Form for Compensatory Education Funding Qualification and return it to:

UT-University Charter School 2200 E. 6th St. Austin, TX 78702

Please complete a separate form for each child. Attached are more detailed instructions to help you fill out the form.

- Households receiving food stamps or Temporary Assistance for Needy Families (TANF): Complete the child’s name and case number and have an adult household member sign the form. If you have more than one child attending school, complete a separate form for each child.
- Households with one or more foster child. List the child’s name and the amount of “personal use” income the child received last month and have an adult household member sign the form. If you have more than one foster child attending school, complete a separate form for each one.
- Households that do not receive food stamps or TANF: If you do not have a case number, you should list the names of all household members, the amount of income each person received last month, and where the income came from. An adult household member must sign the form and include his or her social security number or indicate that he or she has no social security number. If you have more than one child attending school, you should complete a separate form for each one, but you only have to complete this section once.

Frequently Asked Questions:

Will the form be verified? Yes. State officials require us to verify the information that qualifies the district for the extra funding, therefore, the information that you send us may be checked at any time during the school year. School officials may ask you to send written documentation to verify that your income meets the eligibility guidelines.

Should I report any changes? Yes. If your income meets eligibility guidelines, please tell us if your income increases by more than $50 per month or $600 per year, or if the size of your household decreases. If your household receives food stamps or TANF, you should tell us when you no longer receive these benefits.

Will this information be kept confidential? Yes. We will use the information on your form only to see if your child or children meet the eligibility guidelines that will enable the district to receive the extra funding. The information will not be used for any other purpose.

Will my child receive extra services if I complete this form? Not necessarily. Funding for this program is based on the number of students with certain qualifying levels of family income, but the allocated funds must be spent for students that meet different eligibility criteria. If your child has performed poorly on STAAR or other required tests, or meets other criteria for being at-risk of dropping out of school, then your child will likely receive additional services. If your child does not directly benefit-- other children in the district may benefit from this additional funding.

If my family income does not qualify the district for extra funding now, can I apply later if my circumstances change? Yes. You may submit the required forms at any time. If your income does not meet eligibility guidelines now but circumstances change (like household income decreases, household size increases, a wage earner become unemployed, the household receives food stamps or TANF), complete the form again. If you need new forms or any other help or information, call Audrea Carmack, PEIMS Coordinator 512-232-6403.
Why does the consent in paragraph 6 refer to free or reduced price meals or free milk when my school does not participate in that program? State compensatory education funds are partially allotted on the basis of the number of students in a school district or charter school who are eligible for the national free or reduced-price lunch program in which some schools participate. Therefore, in order for your school to receive the amount of state compensatory education funds to which it is entitled, you are being asked to provide the same information that would be provided in an application to participate in that program. The consent paragraph is included on the form because federal law does not allow the disclosure of information about children eligible for free or reduced price meals or free milk without consent and further requires that the consent include a statement that the failure to sign does not make the child ineligible for the meal/milk program.

Thank you for your help.

Sincerely,

Melissa Chaves
Superintendent UT-UCS
Instructions for Completing the Compensatory Education Funding Qualification Form

Please complete the Compensatory Education Funding Qualification Form using the instructions below. Sign, date and return the form to UT-University Charter School. If you need assistance, call Audrea Carmack, PEIMS Coordinator (P) 512-232-6403. Complete a separate form for each child in your household that attends public school.

1. Child information. Print your child’s name, grade, and the name of the school.

2. Foster child. Complete this section if this is a foster child. List the foster child’s monthly “personal use” income. Put “0” if the foster child does not receive “personal use” income. A foster parent or other official representing the child must sign the form in section #5. You are not required to list a social security number.

3. Food stamps or Temporary Assistance for Needy Families (TANF) benefits. If you are receiving food stamps or TANF benefits for the child, complete this section of the form. List the current food stamp or TANF case number for the child. An adult household member must sign the form in section #5. You are not required to list a social security number.

4. All other households. Complete this section of the form if the child is not a foster child and you are not receiving food stamps or TANF benefits for the child. (If you have more than one child attending public school and you are filling out a separate form for each one, you only need to complete this section once.)

List the name of everyone in your household even if they do not have an income. Include yourself, your spouse, the child, and all other household members.

List the amount of income each person received last month before taxes or any other payroll deductions. List the income source, such as earnings, welfare, pensions, and other income. (See examples below for types of income to report.) Each income amount should be entered in the appropriate column on the form. If any amount last month was more or less than usual, write that person’s usual monthly income.

If anyone is self-employed, write the amount of income the person earns from self-employment. For example, self-employment income could be from operating a farm or a business such as a day care center.

Sign the form in section #5 and list your social security number. If you do not have a social security number, write “none.”

5. Signature and social security number. The form must have the signature of an adult household member. Unless you have a food stamp or TANF case number or the child is a foster child, the social security number of the adult who signs the form must be included. If the person who signs the form does not have a social security number, put “none.”

6. Consent. The adult household member whose signature appears in 5 should sign and date the consent.

Examples of Income to Report

<table>
<thead>
<tr>
<th>Earnings from work</th>
<th>Pensions/Retirement/Social Security</th>
<th>Other Monthly Income/Self-Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages/salaries/tips</td>
<td>Pensions</td>
<td>Disability benefits</td>
</tr>
<tr>
<td>Strike benefits</td>
<td>Supplemental security income</td>
<td>Cash withdrawn from savings</td>
</tr>
<tr>
<td>Unemployment</td>
<td>Retirement income</td>
<td>Interest/dividends</td>
</tr>
<tr>
<td>compensation</td>
<td>Veteran’s payments</td>
<td>Income from estates/trusts/investments</td>
</tr>
<tr>
<td>Net income</td>
<td>Social security</td>
<td>Regular contributions from persons not</td>
</tr>
<tr>
<td>from self-owned</td>
<td></td>
<td>living in the household</td>
</tr>
<tr>
<td>business such as</td>
<td></td>
<td>Net royalties/annuities/net rental income</td>
</tr>
<tr>
<td>day care center,</td>
<td></td>
<td>Military allowance for off-base housing</td>
</tr>
<tr>
<td>farm or other</td>
<td></td>
<td>Any other income</td>
</tr>
</tbody>
</table>
June 2016

RE: Required Immunizations for the 2016-2017 School Year

Dear Parents/Guardians of Students in Texas Schools, Kindergarten through 12th Grade:

The purpose of this letter is to remind parents about the need for back-to-school immunizations and to provide immunization resource materials. In order to answer any questions you may have pertaining to vaccine requirements, enclosed are the latest Texas vaccine requirements for Texas school children: the 2016-2017 Texas Minimum State Vaccine Requirements for Students Grades K-12. There are no changes to the vaccines required from the previous school year.

Texas state law requires students attending school to be immunized against certain vaccine-preventable diseases. The Immunization Branch encourages you to get your child vaccinated early so as to avoid the end-of-summer vaccination rush. Getting your child vaccinated protects your child's health and that of the community.

Students should get vaccines from their health-care provider. If necessary, please make an appointment to get your child vaccinated as soon as possible. Remember, students cannot go to school without the appropriate documentation for the required vaccines or a valid medical or conscientious exemption.

Should you have any questions about the recommended vaccines, please consult your health-care provider. You can also visit the Department of State Health Services (DSHS) website at www.ImmunizeTexas.com or call the Immunization Branch customer service number at (800) 252-9152. Thank you for keeping your child immunized and free from vaccine-preventable diseases. We wish you a rewarding and productive 2016-2017 school year!

Sincerely,

Kelly Patson
Immunization Branch Manager

Enclosure
2016-2017 Texas Minimum State Vaccine Requirements for Students Grades K-12

This chart summarizes the vaccine requirements incorporated in the Texas Administrative Code (TAC), Title 25 Health Services, Sections 97.61 to 97.72. This chart is not intended as a substitute for consulting the TAC, which has other provisions and details. Click here for complete TAC language.

The Department of State Health Services (DSHS) is granted authority to set immunization requirements by the Texas Education Code, Chapter 38, Health & Safety, Subchapter A, General Provisions.

IMMUNIZATION REQUIREMENTS

A student shall provide acceptable evidence of vaccination prior to entry, attendance, or transfer to a child-care facility or public or private elementary or secondary school in Texas.

<table>
<thead>
<tr>
<th>Vaccine Required (Attention to notes and footnotes)</th>
<th>Minimum Number of Doses Required by Grade Level</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>K – 6th</td>
<td>7th</td>
</tr>
<tr>
<td>Diphtheria/Tetanus/Pertussis (DTaP/DTP/DT/Td/Tdap)¹</td>
<td>5 doses or 4 doses</td>
<td>3 dose primary series and 1 Tdap/Td booster within last 5 years</td>
</tr>
<tr>
<td>Polio¹</td>
<td>4 doses or 3 doses</td>
<td>For K – 12th grade: 4 doses of polio; 1 dose must be received on or after the 4th birthday. However, 3 doses meet the requirement if the 3rd dose was received on or after the 4th birthday.</td>
</tr>
<tr>
<td>Measles, Mumps, and Rubella¹² (MMR)</td>
<td>2 doses of MMR</td>
<td>2 doses of measles and 1 dose each of rubella and mumps vaccine¹</td>
</tr>
<tr>
<td>Hepatitis B²</td>
<td>3 doses</td>
<td>For students aged 11 – 15 years, 2 doses meet the requirement if adult hepatitis B vaccine (Recombivax) was received. Dosage (10 mcg/1.0 mL) and type of vaccine (Recombivax) must be clearly documented. If Recombivax was not the vaccine received, a 3-dose series is required.</td>
</tr>
<tr>
<td>Varicella¹²³</td>
<td>2 doses</td>
<td>For 7th – 12th grade, 1 dose of meningococcal vaccine is required upon enrollment. For students 11 – 12 years of age entering 7th grade, 1 dose of meningococcal vaccine is required.</td>
</tr>
<tr>
<td>Meningococcal¹</td>
<td></td>
<td>1 dose</td>
</tr>
<tr>
<td>Hepatitis A¹²</td>
<td>2 doses</td>
<td></td>
</tr>
</tbody>
</table>

¹ Receipt of the dose up to (and including) 4 days before the birthday will satisfy the school entry immunization requirement.
² Serologic evidence of infection or serologic confirmation of immunity to measles, mumps, rubella, hepatitis B, hepatitis A, or varicella is acceptable in place of vaccine.
³ Previous illness may be documented with a written statement from a physician, school nurse, or the child’s parent or guardian containing wording such as: “This is to verify that (name of student) had varicella disease (chickenpox) on or about (date) and does not need varicella vaccine.” This written statement will be acceptable in place of any and all varicella vaccine doses required.
Exemptions

Texas law allows (a) physicians to write medical exemption statements that the vaccine(s) required would be medically harmful or injurious to the health and well-being of the child or household member, and (b) parents/guardians to choose an exemption from immunization requirements for reasons of conscience, including a religious belief. The law does not allow parents/guardians to elect an exemption simply because of inconvenience (for example, a record is lost or incomplete and it is too much trouble to go to a physician or clinic to correct the problem). Schools and child-care facilities should maintain an up-to-date list of students with exemptions, so they may be excluded in times of emergency or epidemic declared by the commissioner of public health.

Instructions for requesting the official exemption affidavit that must be signed by parents/guardians choosing the exemption for reasons of conscience, including a religious belief, can be found at www.ImmunizeTexas.com under “School & Child-Care.” Original Exemption Affidavit must be completed and submitted to the school or child-care facility.

For children claiming medical exemptions, a written statement by the physician must be submitted to the school or child-care facility. Unless it is written in the statement that a lifelong condition exists, the exemption statement is valid for only one year from the date signed by the physician.

Provisional Enrollment

All immunizations should be completed by the first date of attendance. The law requires that students be fully vaccinated against the specified diseases. A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate vaccine required by this rule. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school. A school nurse or school administrator shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. If, at the end of the 30-day period, a student has not received a subsequent dose of vaccine, the student is not in compliance and the school shall exclude the student from school attendance until the required dose is administered.

Additional guidelines for provisional enrollment of students transferring from one Texas public or private school to another, students who are dependents of active duty military, and students who are homeless can be found in the TAC, Title 25 Health Services, Sections 97.66 and 97.69.

Documentation

Since many types of personal immunization records are in use, any document will be acceptable provided a physician or public health personnel has validated it. The month, day, and year that the vaccination was received must be recorded on all school immunization records created or updated after September 1, 1991.
# University of Texas-University Charter School School Calendar: Track 1, Traditional

## July 2016
- **4th of July/Holiday**
- **11-15 State Assessment**

## August 2016
- **1-4 Staff Development/Plan Prep**
- **5 Convocation**
- **8-15 Staff Development/Plan Prep**
- **16 First Day of School**

## September 2016
- **5 Labor Day/Holiday**
- **23 End of the First Six Weeks**
- **26 Start of the Second Six Weeks**

## October 2016
- **7 Teach & Share: Student Holiday**
- **17-21 State Assessment**

## November 2016
- **4 End of the Second Six Weeks**
- **7 Start of the Third Six Weeks**
- **21-25 Student & Staff Holiday**

## December 2016
- **5-9 State Assessment**
- **20 End of the Third Six Weeks**
- **20 Early Release Day**
- **21-30 Student & Staff Holiday**

## January 2017
- **2 Student & Staff Holiday**
- **Staff Development: Student Holiday**
- **4 Start of the Fourth Six Weeks**
- **16 MLK Jr Day/Holiday**

## February 2017
- **17 End of the Fourth Six Weeks**
- **17 Early Release Day**
- **20 Start of the Fifth Six Weeks**

## March 2017
- **6-9 State Assessment**
- **10 Early Release Day**
- **13-17 Spring Break/Holiday**
- **28-31 State Assessment**

## April 2017
- **13 End of the Fifth Six Weeks**
- **13 Early Release Day**
- **14 Student & Staff Holiday**
- **17 Bad Weather Makeup Day #1**
- **17 Bad Weather Makeup Day #2**
- **18 Start of Sixth Weeks**

## May 2017
- **1-12 State Assessment**
- **29 Memorial Day/Holiday**
- **30 Last Day of School**

## June 2017
- **19-23 State Assessment**

## Instructional Days 180
- **1st Semester 84 days**
- **2nd Semester 96 days**

## Six Weeks Dates:
- **1st six weeks 28 days**
- **2nd six weeks 29 days**
- **3rd six weeks 27 days**
- **4th six weeks 32 days**
- **5th six weeks 34 days**
- **6th six weeks 30 days**

## Teacher Work Days 194

## Campuses:
- Kozmetsky
- Laurel Ridge
- High Point
- Memorial Hermann
- Depelchin-Richmond
- Olympia Hills
- Annunciation Maternity Home
- Helping Hand Home
- Settlement Home
- TexasNeuro Rehab-Alt
- Austin Oaks
- Shriner's Hospital
- LifeHouse

## Legend
- UT Orientation
- Staff Development: Student Holiday
- Student and Staff Holiday
- Begin/End Six Weeks
- State assessment dates or windows. Does not include assessment windows.
- Early Release Days

State mandated testing dates can be found at: [http://www.tea.state.tx.us](http://www.tea.state.tx.us)

Unlimited Visions Aftercare
Houston Visions Aftercare
High Point
Mental Health Institute
The Refuge
Seton Home

Note: Summer School is optional.
Provision depends on funding availability as well as facility preference.

Early release days do not apply to schools that only meet for 240 minutes a day.