



# Pointe Schools

## **North Pointe Preparatory**

10215 N. 43<sup>rd</sup> Avenue  
Phoenix, AZ 85051  
623-209-0017  
northpointeprep.com  
7<sup>th</sup> to 12<sup>th</sup> grade

## **Canyon Pointe Academy**

4941 W. Union Hills Drive  
Glendale, AZ 85308  
602-896-1166  
mycanyon.org  
Kindergarten to 6<sup>th</sup> grade

## **Pinnacle Pointe Academy**

6753 W. Pinnacle Peak Road  
Glendale, AZ 85310  
623-537-3535  
goppa.org  
Kindergarten to 8<sup>th</sup> grade

## About Us

Welcome to Pointe Schools! As a K-12 tuition-free public charter school, Pointe Schools exists to support parents in developing students who demonstrate scholastic and behavioral excellence and make a positive impact in their community.

## Our Culture

At Canyon Pointe, we are intense about the 4 'A's - Academics, Athletics, Arts, and Activities. Our school culture openly acknowledges that our passion for excellence in athletics and the arts, along with our zeal in providing experiences where life-long relationships and memories can be created, is equal to our commitment to academic achievement. We embrace a student-centered culture that is anchored in the core belief that a motivated student, who wants to be here, will learn! It's a culture that unapologetically believes that our students and our schools are awesome!

## Our Philosophy

Through the program offered at Canyon Pointe, students will gain foundational knowledge, grow in character, and develop leadership skills. We focus on the following themes in all we do:

- ◇ Knowledge and Academics
- ◇ Character
- ◇ Leadership
- ◇ Parent Involvement
- ◇ School Atmosphere

## Enrollment Process

Our enrollment and attendance process is divided into two parts. Many parents like to provide all the needed information at one time. However, this is not required for enrollment.

To enroll and reserve your seat in our school (or be placed on the waiting list if the grade is full), please provide the following information:

- The student enrollment form
- Residency documentation form

Before beginning to attend one of our schools, the following information will also be needed:

- Home Language Survey and Race Ethnicity form
- Proof of immunization or waiver
- Income Eligibility form
- Special Education/504 form
- Withdrawal paperwork from the former school if the school year has already begun
- Custody paperwork, if applicable
- Academic record information
- Proof of age/identity information (within 30 days of enrollment)

The Student File Checklist on the next page will help you ensure your file is complete.

Thank you for your interest in Pointe Schools. We look forward to your involvement in our schools. If you have additional questions or if you would like a tour of one of our campuses, please do not hesitate to reach out to the principal of the school your child will be attending.

*Marcel Ludlow*

North Pointe Principal

*Jenna Meacham*

Canyon Pointe Principal

*Alexandra Fallon*

Pinnacle Pointe Principal

#### Document Destruction Notification

Pointe Schools will destroy all special education records that are older than four years as of 10/1/2022. Before these records are destroyed, parents and / or eligible students have the right to review the records and obtain copies of any information needed. To schedule an appointment, please email [tbroad@pointeschools.org](mailto:tbroad@pointeschools.org) prior to 9/15/2022. Destruction will take place 11/1/2022.

## Student File Checklist

### Prior to enrollment

	Student registration form
	Arizona Department of Education Arizona Residency Documentation Form* with copies of documents that satisfy the state requirements for proving Arizona residency. The Affidavit of Shared Residency is only necessary if you share a residence and cannot provide one of the acceptable documents for residency.

### Prior to starting school

	Home Language Survey and Race Ethnicity form (English or Spanish)
	Proof of Immunization: We require up-to-date, complete immunization records or a properly completed exemption form. Students who meet the criteria for homelessness must provide immunization records within 5 calendar days of enrollment.
	Income Eligibility Form
	Special Education/504 Information
	Proof of age and identity: * A certified copy of the student's birth certificate; or other reliable proof of the student's identity, including a baptismal certificate, an application for a social security number, or original school registration records. If documentation other than a certified copy of a birth certificate is provided, such documentation must be accompanied by an affidavit explaining the inability to provide a copy of the birth certificate. If a student is in the custody of the Department of Child Safety, a letter from the authorized representative of the agency certifying that the student has been legally placed in custody of the agency.
	Withdrawal paperwork from the former school if the school year has already begun
	Custody paperwork, if applicable
	Academic record information – We will request records from your scholar's last school. However, a copy of transcripts (if applicable), grades, and classes currently enrolled can ensure that we enroll your student in the correct classes and prevent potential changes once we get the records.

\*Students without fixed, regular, and adequate nighttime residences have the right to immediate enrollment in the school they last attended or the local school where they are currently staying, even if they do not have all the documents normally required at the time of enrollment without fear of being separated or treated differently due to their housing situations.





## 2022-2023 Student Enrollment

### STUDENT INFORMATION

Last Name:		First Name:		Middle Name:	
Preferred Name:		Student Cell:			
Primary Address:		City:		State:	Zip:
Is address Temporary? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is student under 18 & living apart from parent/guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are parents divorced or separated? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are there any custody issues? <input type="checkbox"/> Yes (Provide court documents to the school) <input type="checkbox"/> No			
Date of Birth:	Current Age:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Place of Birth:		
Language Student First Learned:		Primary Language used in Home:			
Language Most often Spoken by Student:		Preferred Language for Messages/Mailings sent Home:			
Current School:				Current Grade:	
Requested Enrollment (Start) Date at Pointe Schools:				Enrollment Grade:	
Has the student been expelled or is the student in the process of being expelled? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure					

### PARENT/GUARDIAN INFORMATION

<b>Enrolling Parent Last Name:</b>		<b>Enrolling Parent First Name:</b>			
Lives With: <input type="checkbox"/> Yes <input type="checkbox"/> No	Legal Custody: <input type="checkbox"/> Yes <input type="checkbox"/> No	Gender: <input type="checkbox"/> M <input type="checkbox"/> F			
Relationship (Check one): <input type="checkbox"/> Parent <input type="checkbox"/> Stepparent <input type="checkbox"/> Grandparent <input type="checkbox"/> Foster Parent <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other:					
Primary Address:		City:		State:	Zip:
Email:				Cell:	
Employer:				Work:	

<b>Parent Last Name:</b>		<b>Parent First Name:</b>			
Lives With: <input type="checkbox"/> Yes <input type="checkbox"/> No	Legal Custody: <input type="checkbox"/> Yes <input type="checkbox"/> No	Gender: <input type="checkbox"/> M <input type="checkbox"/> F			
Relationship (Check one): <input type="checkbox"/> Parent <input type="checkbox"/> Stepparent <input type="checkbox"/> Grandparent <input type="checkbox"/> Foster Parent <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other:					
Primary Address:		City:		State:	Zip:
Email:				Cell:	
Employer:				Work:	



### POINTE SCHOOLS SIBLING INFORMATION

Siblings at a Pointe School: <input type="checkbox"/> Yes/Current <input type="checkbox"/> Yes/Registered <input type="checkbox"/> Prior/Graduated <input type="checkbox"/> No					
Name:	Grade:	School:	<input type="checkbox"/> NP	<input type="checkbox"/> CP	<input type="checkbox"/> PP
Name:	Grade:	School:	<input type="checkbox"/> NP	<input type="checkbox"/> CP	<input type="checkbox"/> PP
Name:	Grade:	School:	<input type="checkbox"/> NP	<input type="checkbox"/> CP	<input type="checkbox"/> PP
Name:	Grade:	School:	<input type="checkbox"/> NP	<input type="checkbox"/> CP	<input type="checkbox"/> PP

### MILITARY CONNECTED STUDENT

- Student is a dependent of a member of the United States military service in the Active Duty Army, Navy, Air Force, Marine Corps, or Coast Guard.
- Student is a dependent of a fulltime member of the National Guard, or Reserve force of the United States military (Army, Navy, Marine Corps or Air Force).
- Student is a dependent of a member of the National Guard, or Reserve force of the United States military (Army, Navy, Marine Corps or Air Force)
- None of the above

### STUDENT EDUCATIONAL INFORMATION

List previous school(s)

<b>School:</b>		Telephone:		Fax:	
Address:				Dates Attended:	
City:		State:	Zip Code:	Grades Attended:	
<b>School:</b>		Telephone:		Fax:	
Address:				Dates Attended:	
City:		State:	Zip Code:	Grades Attended:	
<b>School:</b>		Telephone:		Fax:	
Address:				Dates Attended:	
City:		State:	Zip Code:	Grades Attended:	
<b>School:</b>		Telephone:		Fax:	
Address:				Dates Attended:	
City:		State:	Zip Code:	Grades Attended:	
<b>School:</b>		Telephone:		Fax:	
Address:				Dates Attended:	
City:		State:	Zip Code:	Grades Attended:	



Has the student been expelled from their most recent school?

Yes  No

If yes, please provide details below:

## ENROLLMENT CERTIFICATION

I certify that the information I have provided Pointe Schools is true and complete. I understand completion of this form and providing proof of residency is required for enrollment. I understand all other documents (including proof of age, English Language Survey, immunization records, etc.) must be provided, as required by law and school policy, prior to my child attending classes.

I certify that I have read and agree to abide by the current Student Handbook and I agree to support and abide by each current Student Handbook as long as my child is enrolled at Pointe Schools.

I understand it is my responsibility to notify the school in writing of any updates and/or changes.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Pointe Schools is a non-profit, publicly funded independent public school and does not discriminate based on gender, race, religion, national or ethnic origin, color, or disability.



## STUDENT PROFILE\*

**\* This information is not required for enrollment or to complete a student file. It helps us understand your child and their interests and provides valuable information we use for programmatic decision-making.**

Student's Strengths:

Student's Interests/Hobbies:

Student's Favorite Academic Subjects:

Student's Anticipated Extracurricular Involvement:

Student's Reason for Choosing to attend Pointe Schools:

How did you hear about us?



**The following forms are to be filled out prior to attendance in Pointe Schools. They are not required prior to enrollment. However, many parents like to complete all the forms at one time prior to enrollment.**



**Arizona Department of Education  
Arizona Residency Documentation Form**

Student \_\_\_\_\_ School \_\_\_\_\_

School District or Charter Holder: Pointe Schools

Parent/Legal Guardian \_\_\_\_\_

As the Parent/Legal Guardian of the Student, I attest\* that I am a resident of the State of Arizona and submit in support of this attestation a copy of the following document that displays my name and residential address or physical description of the property where the student resides:

- \_\_\_ Valid Arizona driver's license, Arizona identification card or motor vehicle registration
- \_\_\_ Valid Arizona Address Confidentiality Program authorization card
- \_\_\_ 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 (506 Form) or other identification issued by a recognized Indian tribe in Arizona
- \_\_\_ Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)
- \_\_\_ Temporary on-base billeting facility (for military families)

\_\_\_ 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.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

\*For members of the armed services, the provision of verifiable documentation does not serve as a declaration of official residency for income tax or other legal purposes. Armed service members may utilize a temporary on-base billeting facility as the address for proof of residency.



**State of Arizona**  
**Affidavit of Shared Residence**

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

Parent/Legal Guardian Name: \_\_\_\_\_

School Name: \_\_\_\_\_

School District or Charter Holder: \_\_\_\_\_

Name of Arizona Resident: \_\_\_\_\_

I, (resident name) \_\_\_\_\_ swear or affirm that I am a resident of the State of Arizona and that the person listed below resides with me at my residence, described as follows: residence address or physical description of my property:

Person who resides 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 Arizona Address Confidentiality Program Authorization card
- \_\_\_ 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 (506 Form) or other identification issued by a recognized Indian tribe in Arizona.
- \_\_\_ Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)

Printed Name of Affiant: \_\_\_\_\_

Signature of Affiant: \_\_\_\_\_

**Acknowledgement**

State of Arizona  
County of \_\_\_\_\_

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

By \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

## 2022-2023 SPECIAL EDUCATION/504 INFORMATION

Student's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Pointe Schools values our community's diversity and is committed to providing a safe, welcoming environment for all students. The information on this form is **not** considered in making enrollment decisions. Pointe Schools is committed to providing all eligible students with services upon enrollment and this information is requested solely for purposes of ensuring continuity of services.

Please check whichever statement is correct for your child.

- My child is currently receiving Special Education Services.

If selected, current school: \_\_\_\_\_ Current Grade: \_\_\_\_\_

*We will request the IEP from your child's most recent school. To help us complete your child's file more quickly, please attach a copy of your child's most recent IEP or Evaluation if you have it.*

- My child previously received Special Education Services in \_\_\_\_\_ grade but does not now.

School that provided services: \_\_\_\_\_

- My child has a 504 because of the following disability: \_\_\_\_\_.

If selected, current school: \_\_\_\_\_ Current Grade: \_\_\_\_\_

*We will request the 504 from your child's most recent school. To help us complete your child's file more quickly, please attach a copy of the most recent 504 if you have it.*

- My child does not receive Special Education services and does not have a 504.

*I understand that Pointe Schools must have access to my child's special education records, including evaluations, Multidisciplinary Evaluation Team (MET) records, Individualized Education Plans (IEPs), and other records in order to provide my child with a Free and Appropriate Education (FAPE).*

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

\_\_\_\_\_  
Date



## 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?**

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

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

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Student Name _____	District Student ID _____
Date of Birth _____	SSID _____
Parent/Guardian Signature _____	Date _____
District or Charter	<u>Pointe Educational Services dba Pointe Schools</u>
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 01-2020)



## Arizona Department of Education

Office of English Language Acquisition Services

### Encuesta sobre el Idioma en el Hogar

La escuela utiliza las respuestas a esta Encuesta del idioma del hogar (HLS) para proporcionar los programas y servicios educativos más apropiados para el estudiante. **Las respuestas que aparezcan a continuación determinarán si un estudiante tomará la Evaluación de aprendices del idioma inglés de Arizona (AZELLA).** Responda a cada una de las tres preguntas con la mayor precisión posible. Si necesita corregir alguna de sus respuestas, esto debe hacerse **antes** de que el estudiante tome el Examen AZELLA.

**1. ¿Qué idioma hablan las personas en el hogar la mayoría del tiempo?**

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**2. ¿Qué idioma habla el estudiante la mayoría del tiempo?**

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**3. ¿Qué idioma habló o entendió el estudiante primero?**

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Nombre del estudiante _____	Distrito _____
Fecha de nacimiento _____	Núm. de identificación _____
Firma del padre o tutor _____	SSID _____
Distrito o Charter _____	Fecha _____
Escuela _____	Pointe Educational Services dba Pointe Schools

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.

Preguntas en conformidad con (R7-2-306(B)(1),(2)(a-c) del Código Administrativo de Arizona. (Revised 01-2020)

## **RACE and ETHNICITY DATA COLLECTION**

In accordance with federal guidance, schools are required to utilize a two-part question to collect data about race and ethnicity. Part 1 is in regards to Ethnicity and Part 2 relates to race. More than one race may now be selected on Part 2.

Date: \_\_\_\_\_ Child's Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

### **Race/Ethnicity Two-Part Question: Answer BOTH questions.**

#### **Part 1: Ethnicity**

##### **Is the student Hispanic or Latino? (Choose only one)**

- No, not Hispanic or Latino
- Yes, Hispanic or Latino (A person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.)

#### **Part 2: Race**

##### **What is the student's race? (Regardless of how respondent answered the first question, choose one or more)**

- American Indian or Alaska Native (A person having origins in any of the original tribal peoples of North and South America, including Central America, and who maintains affiliation or community attachment.)
- Asian (A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.)
- Black or African American (A person having origins in any of the black racial groups of Africa.)
- Native Hawaiian or Other Pacific islander (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.)
- White (A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.)