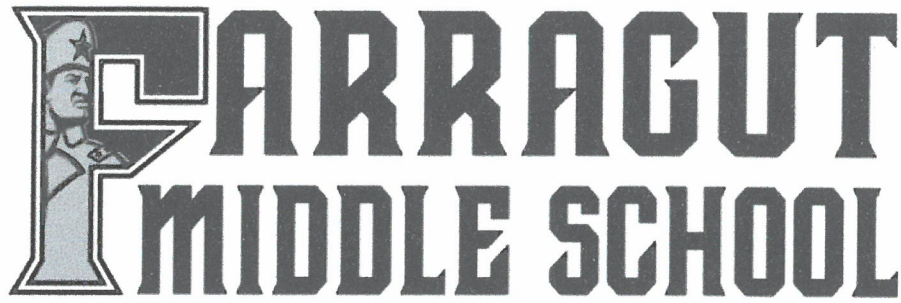


Transfer Student Enrollment Packet

For Students coming from another Knox County School



If English is not your first language, please contact the KCS Welcome Center at 865-594-1760 for translation services & processing. Enrollment forms are available in Arabic, English, Kirundi, Persian, Russian, Spanish, Swahili and Ukrainian.

Student Last Name: _____

Student First Name: _____

Grade Level: _____

Requested Start Date: _____

To Enroll your student, all documents must be provided at the time of registration:

- ☐ **Transfer Packet:** Must be completed by Parent or Legal Guardian
- ☐ **Proof of Residency:** Current Utility Bill or Lease
- ☐ **Proof of Birth:** Birth Certificate
- ☐ **Parent Photo ID:** Driver's License or Passport of Parent or Legal Guardian
- ☐ **Parenting Plan or Custody Papers:** Required if student is not residing full-time with both biological parents



Farragut Middle School

200 West End Avenue, Knoxville, TN 37934 Phone: 865-966-9756 Fax: 865-671-7048

Registrar Email: jennifer.sonnenschein@knoxschools.org



GUARDIANSHIP CONFIRMATION

Student Name: _____ **Grade Level:** _____

1. What is your relationship to the student?

Parent ____ Legal Guardian ____ Foster Parent ____ Step-Parent ____

2. What is the current legal status of the student's birth-parents?

Married ____ Separated ____ Divorced ____ Never Married ____ Other *(please explain)* _____

3. Is this student subject to a Parenting Plan or Custody Order?

Yes ____ *(a copy is required)* Date Copy Submitted _____

No ____

4. Is there a current Order of Protection or Restraining Order in place concerning the child?

Yes ____ *(a copy is required)* Date Copy Submitted _____

No ____

5. Are you sharing your current residence with another family? *(Grandparents, Aunt/Uncle, etc.)*

Yes ____ *(please list)* No ____

6. Is your current residence: Temporary/Rental ____ or Permanent ____?

Commercial or business addresses, investment properties, empty lots, construction properties, etc. are not acceptable.

CHILD CUSTODY NOTIFICATION

By law, if parents are legally separated or divorced, each parent listed on the birth certificate has equal rights to the custody of the child unless otherwise stated in a court order.

The school must have a copy of the court order on file. It is the responsibility of the parents to ensure the paperwork on file is current and up to date.

The school will refer to the court order regarding named parental custodians who are allowed to check the child(ren) out of school with proper identification and who are allowed educational rights.

I have read the above statements.

Parent/Guardian Signature and Date: _____

KNOX COUNTY SCHOOLS
NEW STUDENT ENROLLMENT

FOR OFFICE USE ONLY

Student ID _____
Homeroom _____
School _____
Bus Number _____

Enrollment Date: _____ Grade _____

Student Name: _____
Last Name First Name Middle Name

Student PIN Number: _____

Date of Birth: _____

Birthplace / City: _____

Birth County: _____

Birth State: _____

Birth Country: _____

Mother's Maiden Name: _____

Gender: ☐ Female ☐ Male

Ethnicity: ☐ Hispanic ☐ Non-Hispanic

Race: (check all that apply)

☐ Asian

☐ Black

☐ American Indian

☐ Pacific Islander

☐ White

Military Dependent: ☐ Reserve ☐ National Guard
(if applicable) ☐ Active Military

Related Students attending any Knox County Schools (in same household) -- Please include Last Name, First Name, and Birthdate

Please list all legal guardians individually. If the student has more than two guardians, please use the additional space provided at the end of the form for the other contacts.

Main Contact: _____

Relationship: _____

Address: _____

*Primary Phone #: _____

Emergency #: _____

Employer: _____

Work #: _____

Other #: _____

*Cell: _____

Primary E-mail: _____

Alternate E-mail: _____

Contact: _____

Relationship: _____

Address: _____

*Primary Phone #: _____

Emergency #: _____

Employer: _____

Work #: _____

Other #: _____

*Cell: _____

Primary E-mail: _____

Alternate E-mail: _____

**This is the telephone number that receives automated telephone calls.*

Notes (Individuals other than parent/guardian who may pick up the child.)

Name _____ Phone Numbers _____

Name _____ Phone Numbers _____

Name _____ Phone Numbers _____

Name _____ Phone Numbers _____

Student Name: _____
Last Name First Name Middle Name

Alerts (non-medical special instructions) _____

School History

Pre-schools attended (if kindergarten student): _____
Last school attended: _____
Address: _____
Other schools attended: _____

Is this student currently under suspension / expulsion from another school? ☐ Yes ☐ No

Has this student previously received Special Education services? ☐ Yes ☐ No

Has this student previously received services under Section 504? ☐ Yes ☐ No

Is this student currently receiving Special Education services? ☐ Yes ☐ No

Is this student currently receiving services under Section 504? ☐ Yes ☐ No

If YES, list program(s): _____

Does the student stay in any of the following places at night? Check any that apply:

- ☐ home/apartment owned or rented by the parent(s)/guardian(s)
- ☐ in a shelter
- ☐ in a motel / hotel
- ☐ in a car
- ☐ at a campsite
- ☐ in another location that is not appropriate for people (e.g., an abandoned building, no electricity or running water)
- ☐ temporarily with more than one family in a house, mobile home or apartment (because the family does not have a place of its own)
- ☐ other (in an arrangement that is not fixed, regular and adequate and is not described by the other choices)

Form completed by _____ Date _____

Relationship to the student _____

List additional contacts on the following page.

KNOX COUNTY SCHOOLS

PROOF OF RESIDENCE FOR SCHOOL ENROLLMENT

Student Name _____ Date of Birth _____ Current Grade Level _____

Student Name _____ Date of Birth _____ Current Grade Level _____

Student Name _____ Date of Birth _____ Current Grade Level _____

Student Name _____ Date of Birth _____ Current Grade Level _____

School student(s) zoned to attend _____

Parent / Guardian Name _____ Phone _____

Current Address _____ Zip _____

Former Address _____ Zip _____

In order to verify residency within the attendance zone of the requested school, **one current document** as listed below and dated within the past 60 days must be provided, showing the parent/guardian name and address. Post Office box numbers are not acceptable for verification of residence.

Proof of Residence provided by parent / guardian:

☐ Deed/Lease/Rental Agreement

☐ Utility Bill

☐ Notarized Statement ** See form on back*

If proof of residence is provided by a **notarized statement** from the homeowner or person responsible for lease/rent, please list the person's name and address. This person must also provide a deed/lease/rental agreement or utility bill for proof of residence.

Name of Renter/Owner _____ Phone _____

Address of Renter/Owner _____

WARNING: *Falsification of any information or document required for residence verification or the use of the address of another person without actually residing there will require that the student be withdrawn from this school and be assigned to the school which serves the actual residence address.*

I, _____ (print name), the parent/guardian of the student named above, declare under penalty of perjury that the above information is correct and that the student does reside at the address given above. If residency changes, I will notify the school within two weeks.

Signature of Parent / Guardian _____ Date _____

School Official's Signature _____ Date _____



AFFIDAVIT OF RESIDENCY

I, _____, hereby declare that the family of
Print Homeowner Name^
_____ is presently living with me at
Print Student's Name^
_____ until further notice.
Homeowner Address^

The above named legal resident of Knox county MUST provide photo identification and proof of residence in the Knox County school zone the student is attending. Proof of residence may include a current Lease or current Utility Bill.

The Student's Family Includes:

_____	_____
_____	_____
_____	_____
_____	_____

Please be aware of KCS Warning: Falsification of any information or document required for residence verification, or the use of the address of another person without actually residing there, will require that the student be withdrawn from this school and be assigned to the school which serves the actual residence address.

Signature of Homeowner^

Date^

TO BE COMPLETED BY NOTARY PUBLIC

Subscribed and Sworn to before me, a Notary Public, this ____ day of ____ month, 20 ____.

Signature of Notary Public^

Printed Name of Notary Public^

Address of Notary Public^

Seal of Notary Public^



Knox County Schools Student Media Release Form

I, as the parent/guardian of _____, hereby give Knox County Schools and its employees, representatives and authorized media organizations permission to photograph, interview and record my child and his/her likeness for use in audio, video, film or other electronic, digital and printed media. I also give Knox County Schools permission to release photos or recordings of any type to news media outlets including, but not limited to, newspapers and television stations.

I understand that neither Knox County Schools nor the news media has any obligation to use or be compensated for such rights. I am also aware that I will not receive monetary compensation for my child's participation, and I waive any right to inspect or approve final use of materials.

I agree to release and hold harmless Knox County Schools, its staff, the Board of Education and assignees from any liability or claims of damage, known or unknown, related to such use.

Please note if you opt out of the media release form, your child's photograph will still be included in yearbook and classroom publications as part of directory information unless you notify the district otherwise. Additionally, if at any time you wish to withdraw your consent, you may contact the Office of Public Affairs at 865-594-1905; however, any prior photos or recordings of your child will remain part of the district's archive.

Name of child's school:

Parent/legal guardian:

(print)

(signature)

Date: _____



STUDENT SCHEDULE SELECTION, SY25/26

Student Name^

Grade^

First Day ^

ACADEMIC PLACEMENT

A Standard Class Schedule is generated for all students, unless documentation that supports a change is provided

☒ A Standard Class Schedule

This schedule is the expected curriculum for the grade and is generated for all students

☐ Special Education Services or 504 currently in place and supporting data (documentation is required)

___ Current 504 Attached ___ Current IEP Attached ___ Psychoeducational Report Attached

☐ Honors or Advanced Classes currently enrolled (documentation is required)

___ Math ___ English ___ Science ___ Social Studies ___ High School Spanish 1
___ Report Card Attached ___ Current Schedule Attached ___ Standardized Test Scores Attached

ONE (1) MUSIC CLASS

Please select one (1) Class below. Availability is based on staffing and student interest level.

- ☐ **Band (Year-long)** Playing Baritone, Clarinet, Flute, French Horn, Percussion, Saxophone, Trombone, Trumpet, or Tuba
- ☐ **Orchestra (Year-long)** Playing Bass, Cello, Viola, or Violin
- ☐ **Chorus Vocal Music (Year-long)** Singing and performing as a group and introducing music theory & fundamentals

RELATED ARTS CLASSES, ROTATED QUARTERLY

Students will take Computer Science, Health & PE. Please select one (1) Additional Elective

- ___ **Art Survey** Exploring the elements & principles of art in drawing, painting, printmaking, 3-D art & ceramics
- ___ **Career Awareness** Examining career paths & connecting personal strengths to career success
- ___ **PE** Staying active and participating in team & individual games, sports, conditioning, movement & rhythms
- ___ **Spanish Exploratory** Introducing the language & exploring the culture of Spanish-speaking countries
- ___ **Enrichment** Topics change based on student interest and staffing; a great opportunity to try something new

ADDITIONAL NOTES

Please list anything else you would like to communicate to your Student's School Counselor



Getting to Know Farragut Middle School

Welcome

Farragut Middle School

200 West End
Knoxville, Tennessee 37934

Phone: 865.966.9756
Fax: 865.671.7048

School Day: 8:30 am - 3:30 pm
Building Open: 7:45 am - 4:00 pm
knoxschools.org/farragutms

When coming on to campus...

ONLY WEST END ENTRANCE IS OPEN ALL DAY

Others are closed 9:00 am - 2:30 pm

STUDENTS: ARRIVING AFTER 8:30AM?

Check in at the Main Office for your Tardy slip

EARLY DISMISSAL PICK UP

Sign Out student in Main Office; Photo ID is required

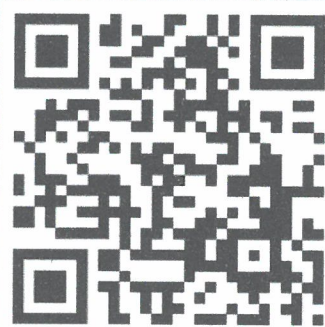
FORGOT SOMETHING?

Drop Off item before 9:30 am by Main Office

VISITING CAMPUS DURING SCHOOL DAY?

Check in at the Main Office for Visitor Badge

**FMS
WEBSITE**



Other Helpful Info

Knox County Schools - 865.594.1800

Technology Help - 865.594.1830

Transportation Dept- 865.594.1550

Welcome Center - 865.594.1760

OFFICE STAFF

ADMINISTRATORS

Greg Adams, Head Principal

Marie Schult, 6th Grade Principal

Brandon White, 7th Grade Principal

Kimberly Hamlett, 8th Grade Principal

Catherine Ginel, Assistant Administrator

ADMINISTRATIVE ASSISTANTS

Ronda Fatcher: Front Office, Check In/Out

Leah Johnson: Attendance, Check In/Out

Jennifer Sonnenschein: Registrar, Substitutes

Patti Webb: Bookkeeper

FARRAGUT MIDDLE SCHOOL

PRINCIPALS

Greg Adams, Head Principal
Marie Schult, 6th Grade
Brandon White, 7th Grade
Kimberly Hamlett, 8th Grade
Catherine Ginel, Assistant Administrator

SCHOOL COUNSELORS

Brooke Partin, 6th Grade
Mercedes Ragan, 7th Grade
Melissa Wright, 8th Grade melissa.wright2@knoxschools.org

SCHOOL NURSE

Melissa Wright

SOCIAL WORKER

Juli Cunningham

ADMINISTRATIVE ASSISTANTS

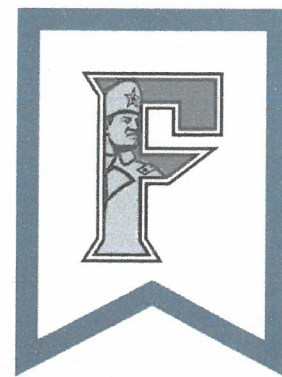
Ronda Fatcher: Front Office, Check In/Out
Leah Johnson: Attendance, Check In/Out
Jennifer Sonnenschein: Registrar, Substitutes
Patti Webb: Bookkeeper

knoxschools.org/farragutms

All staff email addresses are
structured the same:

first name.last name@knoxschools.org

Except where noted.



Admirals reach for the
STARR

SAFE

TEACHABLE

AWARE

RESPECTFUL

RESPONSIBLE





ALL OF THE
things...

DAILY BELL SCHEDULE



FMS Website

KCS CALENDAR

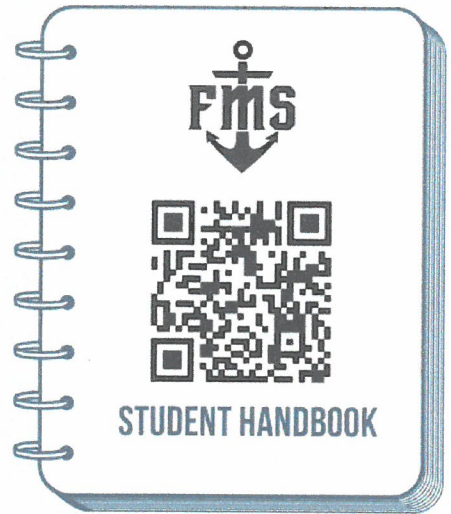
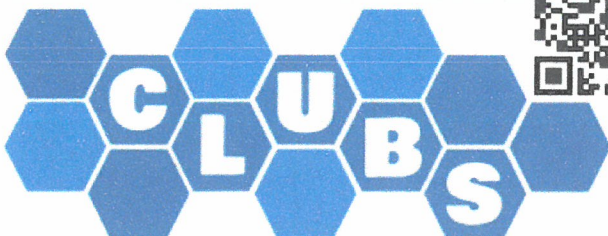


FMS Sports



The Anchor
Weekly Newsletter

FMS Clubs



STUDENT HANDBOOK



Transportation



BREAKFAST & LUNCH MENU



Putting the Pieces Together

YOU'VE JOINED THE FARRAGUT FAMILY... WHAT'S NEXT?

We use several apps and websites to keep your student's information and classes organized. To ensure that we can best communicate with you, please create a parent log-in to the following:

Schedule & Grades = Aspen	Payments = School Cash Online
Aspen is our database where student information, schedules & grades are kept. Each student will be assigned a Student Number "S#"	School & activity fees are paid through School Cash Online. Please pay those your first month of Enrollment.
Classroom work = Canvas	Communication = ParentSquare
Your student's teachers communicate their lesson plans, assignments & other important information through Canvas.	ParentSquare is our preferred method of communication for both KCS & FMS. Watch for an important message from our Principal each week. Download the free app!
Meals = Linq Connect	Laptop = Chromebook
Online payments for School Lunches can be made through linqconnect.com To determine your eligibility for free/reduced breakfast & lunch, apply online linqconnect.com	Sign a Chromebook Agreement & buy optional insurance (must be done within 10 days) knoxschools.org/farragutms > 1:1 Device Information. Use your S# to lookup your student.

HOW TO CREATE YOUR ACCOUNTS:

Your student will have access to their accounts when they are issued their Chromebook.

Links and information to create parent accounts can be found on our website.

If you have trouble creating an account or logging in, please contact our help line 865-594-1830.

*For access to Canvas, your student will need to request to add you as a Parent Observer.