

**Dunklin R-V School District**  
**636-479-5200**

Stan Stratton, Superintendent  
Mike Golden, Assistant Superintendent  
Thomas Moreland, Special Education Director  
Ron Rhodes, Board President



Dr. John Crabtree, H.S. Principal  
Robert Bradshaw, H.S. Asst. Principal  
Brian Johnson, STMS Principal  
Sherri Lindquist, P.E. Principal  
Debra Killingsworth, Asst. Principal

**VERIFICATION OF ENROLLMENT AND REQUEST FOR RECORDS**

School: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_,  
Student Date of Birth

has enrolled in the Dunklin R-5 School District on \_\_\_\_\_, and has been placed  
in the \_\_\_\_\_ grade at:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Pevely Elementary School<br>30 Main Street<br>Pevely, MO 63070<br>Fax: 636-479-7804<br>Building Code: 4040 | <input type="checkbox"/> Senn-Thomas Middle School<br>200 Senn-Thomas Drive<br>Herculaneum, MO 63048<br>Fax: 636-479-7219<br>Building Code: 3000 | <input type="checkbox"/> Herculaneum High School<br>#1 Blackcat Drive<br>Herculaneum, MO 63048<br>Fax: 636-479-2051<br>Building Code: 1050 |
|---|--|--|

Please forward:

- Any grades this student may have attained while in attendance at your school. If semester/quarter grades were not completed, please specify grades at time of withdrawal.
- Any records from previous schools attended by student
- Record of immunizations and screenings.
- Individual IQ Test Results, IEP, and Diagnostic Summary which would affect the following: Special Education Services, 504 Accommodation Plans, Title 1, and/or Gifted Education.
- Discipline records/Safe Schools Reports or other discipline information including suspensions or expulsions.
- Attendance records.
- Educational/psychological evaluation/reports.
- Missouri State ID Number

**IMPORTANT – PLEASE FAX DISCIPLINE, SHOT RECORDS, & GRADES!**

The Missouri Safe Schools Act states, within forty-eight hours of enrolling a pupil, the school official enrolling the pupil, including any special education pupil, shall request records required by district policy for student transfer and those discipline records required by sub-section 7 of section 160.261 RSMo, from all schools previously attended by the pupil within the last twelve months. Any public school district that receives a request for records from another school shall respond to such request five (5) business days upon receiving a request. Based on the language of the ACT, the district MAY NOT hold the records until fees are paid. This form is in accordance with the Federal Privacy Rights of Parents and Students Act which provided that the school authorities may release student records to "Officials of other schools or school systems in which the student seeks or intends to enroll."

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

\_\_\_\_\_  
Date