



# SALEM COMMUNITY HIGH SCHOOL

EST. 1874

June 2025

To All S.C.H.S. Students and Parents or Guardians:

I hope that you are having a pleasant summer and will be ready to begin school on **Thursday, August 14th**.

Registration will be online starting Monday, July 14<sup>th</sup>. Please complete the registration process by Monday, August 4<sup>th</sup>. All families are strongly encouraged to use the online registration through Skyward Family Access via [www.salemhigh.com](http://www.salemhigh.com). An email will be sent with step by step instructions for online registration on the morning of July 14. If a family has exhausted all avenues in gaining internet access, a computer will be set up outside of the main office at S.C.H.S. at a later date to complete the online registration process.

**All freshmen are required by The Illinois School Code to provide a dental and physical examination with up-to-date immunization records upon ninth grade entry. All seniors must show proof of receiving two doses of the MENINGITIS CONJUGATE vaccine.** The second dose must be administered on or after 16 years of age. If the first dose was administered on or after 16 years of age, then only one dose is required at twelfth grade entry. Please submit school physicals and shot records to the main office.

Registration fees are \$50. If assistance is needed, please complete the application for free or reduced priced meals and return the application to the main office. Those students who qualify based on household eligibility will receive a registration fee waiver only. If a student has received a separate letter indicating they will receive a free meal benefit for the 2025-26 school year, please do not fill out the application as the registration fee waiver automatically applies.

Students will be charged a \$50 iPad partnership fee in their Skyward account. Students that complete 10 iPad partnership hours will have the fee removed. The fee can be paid at registration, but if you plan to complete the iPad hour, then do not pay the fee. iPad hour forms may be turned into the main office or uploaded at registration. A list of partners and iPad hour forms can be found online at [www.salemhigh.com](http://www.salemhigh.com) or at S.C.H.S.

School Pictures will be taken on the following schedule:

- Sophomores, Juniors, & Seniors — Monday, August 11<sup>th</sup> from 8:00 to 11:00 a.m. and 12:00 to 3:00 p.m. and Tuesday, August 12<sup>th</sup> 8:00 – 11:00 a.m.  
No appointments are needed. Senior pictures will be taken using the drape/tux provided by TSS Photography.
- Freshmen Only — during freshman orientation on Tuesday, August 12<sup>th</sup>, from 12:00 p.m. to 3:00 p.m. (more information on orientation will be forthcoming)

Students must follow the school dress code. Any student wearing a sleeveless shirt will not have their picture taken. It will be requested that they return when appropriate clothing can be obtained. It is important that you have your picture taken. A student photo identification card will be made from this picture and the picture will be included in the yearbook. There is no charge for yearbook pictures. The only cost to you is if you purchase a picture package. Information will be given when photos are taken by TSS Photography on how to order.

Student parking permits may be purchased for \$30 provided the student has a valid driver's license and all fees are paid. Parking permit forms are part of online registration and the fee may be added to the students account. Parking forms are also available in the main office.

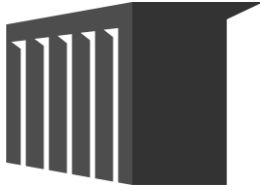
All freshmen, all other students new to our district, and students who have moved are required to provide proof of residency at registration. See the reverse side of this letter for details.

We appreciate the efforts of each and every one of you. Together we can make the 25-26 school year a great experience for the students of S.C.H.S.

Sincerely,

Clint Wolfe, Principal

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Enclosure

## PROOF OF RESIDENCY AND LEGAL CUSTODY

No parent or guardian will be considered a resident of the District unless that person maintains a bona fide and permanent place of abode within the District and lives in the District, except when temporarily absent from the District with no intention of changing legal residence to some other District. If the student's parent or guardian resides in the District, then the student shall be presumed to be a resident of the District. If the student lives in the District with someone other than the student's parent or guardian, the student shall be presumed not to reside in the District.

The individual registering the student must establish residency in the District and legal custody of the student. Foreign exchange students, homeless children as defined by law, and students attending in accordance with written agreements with other districts are not covered by this policy. The determination of legal custody and residency shall be made in accordance with the following procedures:

### Establishment of Residency

Before a child can be registered, proof of the child's residency in the District must be established by presenting the required number of documents from each of the following categories:

#### **Category I** (one document from property in the District)

- a. Most recent property tax bill (homeowners)
- b. Mortgage papers (homeowners)
- c. Deed
- d. Signed and dated lease and proof of last two months' payment if lease is not at its inception (cancelled check or receipts required) (renters)
- e. Housing letter (military personnel)
- f. Letter from manager and proof of last two months' payments (cancelled checks or receipts)
- g. An agreement of sale for a residential property located within the District, signed by the seller and parent/custodian as buyer, which recites a closing date prior to the first day of attendance (new residents)
- h. Notarized affidavit of residency from the resident owner of property within the District where the parent/custodian of the child is living with the owner at no cost (those living with relatives or others)

#### **Category II** (one document establishing a current address within the District)

- a. Driver's license
- b. Vehicle registration
- c. Current public aid card
- d. Voter registration
- e. Most recent gas, electric, water, cable television and/or credit card bill
- f. Current homeowners/renter's insurance policy and premium payment receipt

Before a child can be registered, or at other times during the school year, additional documents may be required by the Principal or District agent or employee to be submitted to establish proof of residency including but not limited to, agreements, judgments, decrees or other documents (e.g., joint parenting agreements) awarding or giving custody of the student to any person.

If the parent or guardian is not a resident of the District on the date the documents are presented, the parent or guardian may submit documentation, which shows that the student will be a resident of the District by the first day of attendance. The Principal will review any such documentation submitted in making a determination of the student's residence.

The parent or guardian must also complete and sign the Verification of Residency Form adopted as a part of this policy.