

## RETURNING STUDENTS- ONLINE REGISTRATION FOR 2018-2019 SCHOOL YEAR

The Hallsville School District will again utilize online registration for the 2018-19 school year. This process is *only for returning students*. New students to the district will not be able to register online, but will come in and complete the process at the registrar's office.

**ONLINE REGISTRATION OPENS ON JULY 1 AND CLOSES ON AUG. 10 at 4:00 pm !!**

The Student Information System (SIS) will be open for the PRIMARY HOUSEHOLD (not the alternate household) parents to update their information, submit new information, complete health information, renew bus rider requests, and register student driver vehicles. All information will be submitted by the parent online. **If there are errors or invalid entries, you will receive an email to re-submit. Watch your email for a response !** Rather than filling out multiple packets for each student, family information will only be completed once and individual student information will be updated at the same time.

To access the parent portal: **Not on smart phone !!**

1. Go to [www.hallsville.org](http://www.hallsville.org)
2. Resources
3. For Parents
4. Parent SISK12 access
5. Login with User Name (email address on file)

Once logged in, you will see a tab for Online Registration and this is where you will begin your process. There will be detailed instructions when you begin registration.

If you do not have parent portal access or have forgotten your login information, please email [pscott@hallsville.org](mailto:pscott@hallsville.org) with your name, your student's name and your contact information or [mfrevert@hallsville.org](mailto:mfrevert@hallsville.org) after July 16.

High School students will not be able to view class schedules- they must come to the Counseling office at their assigned time for schedules. The High School Counseling office will be available on the following days for schedules and the HS office for paying for parking permit: **Aug. 7 and Aug. 8 see schedule below for details.**

Middle School students - There will be a 6<sup>th</sup> grade Orientation on Aug. 9 at 6pm for schedules and a building tour. 7<sup>th</sup> and 8<sup>th</sup> graders will not receive their schedules until the "Meet the Teacher" event on Aug. 13.

**Primary and Intermediate students** will be notified of their teacher assignment via mail on or about August 7, *if their registration is completed at that time.*

**\*Proof of Residence documents will need to be provided by all households again this year.** We haven't asked for it for a couple of years. These can be emailed to the district registrar at [mfrevert@hallsville.org](mailto:mfrevert@hallsville.org), or FAXED to 573-696-1605.

Documentation for any **recent immunizations required for the school year** may also be sent by those methods.

**Completed sports physicals (with all signatures and insurance info)** may also be faxed to 696-1605. **DON'T WAIT UNTIL THE FIRST PRACTICE AND HAND IT TO THE COACH !** THEY NEED TO BE PROOFED FOR INSURANCE AND COPIED FOR THE COACH.

Most forms in SIS will be marked **required, and must be completed** before you are allowed to submit your entry. If you discover an error, you can notify us and we will resend the form for correction. You must complete the Bus Rider page **for each child** so we can establish the list for each bus and driver. *Please **DO NOT fill out the complete mailing address in these bus spaces- just house number, apt number, if necessary, and road name. DO NOT SAY "same as last year" because anything you type there wipes out previous information !!***

**\*\*\*If you do not have computer access, computers will be available for you at the school on August 1<sup>st</sup> and 2<sup>nd</sup> at times listed below, or by appointment.**

**The registration schedule is as follows:**

- **July 1 –Aug. 10 SIS Online Registration Portal open. Portal Closes Aug. 10 at 4:00 pm !!**
- **July 28- Aug 5 Activities Dead Period-** no contact with coaches or facilities per MSHSAA
- **Aug. 1 NEW FAMILY** to the District registration 1:00 pm to 7:00 pm
  - Computer Lab available for online registration. West Gym Lobby.
- **Aug. 2 NEW FAMILY** to the District registration 9:00 am to 4:00 pm
  - Computer Lab available for online registration. West Gym Lobby.
- **Aug. 7 Seniors/Juniors to Counseling Office for schedules**, pay fines, pay for parking permits, and get locker assignments. 9am-3pm
- **Aug. 8 Sophomores/Freshmen to Counseling Office for schedules**, pay fines, and get locker assignments. 9am-3pm.
- **Aug. 9 HS Counseling Office by appointment only**
- **Aug. 9 6<sup>th</sup> grade Orientation** 6:00 pm in the Middle School
- **Aug. 13 7<sup>th</sup> and 8<sup>th</sup> grades –Meet the Teacher Night** 5:30-7:00pm in the Middle School (6<sup>th</sup> grade see Aug. 9)
- **Aug. 14 Meet the Teacher Night** Primary 5:00-6:30pm, Intermediate 6:00-7:30pm
- **Aug. 16 First day of Classes- full day.**
- **NEW HS Students in Counseling Office– by appointment only- Counselors will call you** when student records arrive and are assessed.

Kindergarten registration was held in the spring. If you have not registered a kindergartener for fall, please call the registration office at ext. 334 thru June 15th. We will register any others on Aug. 1 or 2.

**Primary (PK-1) School Office- 696-5512**  
**Mrs. Erica Edwards-Primary Secretary – ext. 602**  
**Mrs. Karen Jimerson- Primary Principal -ext. 601**

**Middle School (6-8) Office- 696-5512**  
**Mrs. Bertha Brekke – Middle School Secretary–ext.307**  
**Mr. Ty Sides – Middle School Principal–ext. 306**

**Intermediate (2-5) School Office- 696-5512**  
**Mrs. Brandi Troxel-Intermediate Secretary- ext. 305**  
**Mrs. Bethany Morris– Interm. Principal – ext. 304**  
**Ms. Chelsea Jackson -Asst. Elem. Principal**

**High School (9-12) Office – 696-5512**  
**Mrs. Sally Culwell – High School Secretary – ext. 309**  
**Mr. Scott Daly – High School Principal – ext. 308**  
**Mr. Matt Cooley - HS Asst. Principal -- ext. 332**

## REGISTRATION DATES AND TIMES FOR 2018-19 SCHOOL YEAR

**ONLINE REGISTRATION OPENS ON JULY 1 AND CLOSSES ON AUG. 10**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
<b>July 22</b>  Online Registration	23 <u>July 1 thru Aug. 10</u> Online Registration	24  Online Registration	25  Online Registration	26  Online Registration	27  Online Registration	28  Online Registration Activities Dead Period begins
<b>July 29</b>  Activities Dead Period  Online Registration	30 Activities Dead Period  Online Registration	31 Activities Dead Period  Online Registration	<b>Aug. 1</b> Activities Dead Period Online Registration  <b>NEW FAMILY REGISTRATION</b> 12:00 pm-7:00pm <u>Computers available for Online Registration</u>	2 Activities Dead Period Online Registration  <b>NEW FAMILY REGISTRATION</b> 9:00 am-4:00 pm <u>Computers available for Online Registration</u>	3 Activities Dead Period  Online Registration	4 Activities Dead Period  Online Registration
<b>Aug. 5</b>  Activities Dead Period Ends 5pm  Online Registration  Parent mtgs HS SB 5:30 HS VB 6:00	6  Online Registration  <b>Fall HS sports practices begin am and pm</b>  <b>NEW FAMILY REGISTRATION BY APPOINTMENT ALL WEEK</b>	7  Online Registration  Fall HS Sports Practices  <b>SENIORS AND JUNIORS in HS Counseling Office- schedule changes and fees 9am-3pm</b>	8  Online Registration  Fall HS Sports Practices  <b>SOPHOMORES AND FRESHMEN in HS Counseling Office- schedule changes and fees 9am-3pm</b>	9  Online Registration  Fall HS Sports Practices  <b>HS COUNSELING APPTS ONLY FOR NEW HS STUDENTS</b>  ★ 6 <sup>th</sup> grade Orientation in MS 6pm	10  Online Registration  Fall HS Sports Practices  <u>Online Registration Portal closes at 4pm</u>  <b>NEW FAMILY REGISTRATION BY APPOINTMENT</b>	11  Fall HS Sports Practices  <b>FB Parent Mtg. 10:30am</b>
<b>Aug. 12</b>  All fall sports athletes must have 14 practice days before competing  MS VOLLEYBALL PARENT MTG 7PM	13  TEACHER INSERVICE DAY ** NO STUDENTS IN BUILDING 'til 3  <u>First day of practice for Middle School sports</u>  7 & 8 grade Meet the Teacher Night 5:30-7:00pm (6 <sup>th</sup> grade see Aug. 9)	14  <b>NEW FAMILY REGISTRATION BY APPOINTMENT</b>  <u>All fall sports practices</u>  Elementary Meet the Teacher Night Primary 6:00-7:30pm Intermediate 5:00-6:30pm	15  <b>NEW FAMILY REGISTRATION BY APPOINTMENT</b>  <u>All fall sports practices</u>  New students in HS Counseling Office by appointment	16  <b>First day of school !!</b>  <u>All fall sports practices</u>	17  FB Jamboree TBA 6pm  <u>All fall sports practices</u>	18  VB Jamboree @Mexico
<b>Aug. 19</b>  All fall sports athletes must have 14 practice days before competing	20  <u>All fall sports practices</u>	21  <u>All fall sports practices</u>	22  <u>All fall sports practices</u>	23  <u>All fall sports practices</u>	24  First possible fall HS contest FB at Tolton HS	25  Hallsville SB Tourn.