

Checklist for School Moves

To ensure a smooth transition, the process should be started about 30 days before your move.



Items Needed From the Parent/Guardian:

- ___ Student's original/certified birth certificate
- ___ Student's Social Security number/card

- ___ Student's shot record (yellow card)
- ___ Legal documents, as needed (power of attorney, custody papers, etc.)
- ___ Military housing orders, lease, rental

Items Needed From Your Current School:

- ___ Address, phone numbers, email, other contact information
- ___ Course description book/grading scale (for 6th grade and above)
- ___ School Web page
- ___ Other: _____

School Records Needed:

- ___ Most recent report card
- ___ Withdrawal grades with schedule or progress reports
- ___ Test scores (standardized or special program testing, etc.)
- ___ Current Individual Education Plan (IEP) and/or Individual Accommodation Plan (504)
- ___ Medical records to support diagnosis, orders or care under IEP or 504
- ___ Triennial Report and/or Referral for Services
- ___ Other: _____

Other Special Program Records Needed:

- ___ Education Psych Assessment
- ___ All Assessment Reports
- ___ Gifted and Talented Program description
- ___ English Learner or Bilingual Education description
- ___ At-risk or other action plans for classroom support
- ___ Response to Intervention (RTI) Plan

Follow Up On ...

- ___ Are you in EFMP?
- ___ Does it affect your child's education?
- ___ Do you know your School Liaison Officer, Ombudsman, and Family Readiness Group/Officer?

New School Arrival

Let the School Know:

- ___ If your child has an IEP, 504 or RTI Plan
- ___ Other supports received:
- ___ Tutoring
- ___ Counseling
- ___ Other _____
- ___ Educational or behavioral concerns
- ___ Specialized classes or programs (GATE, Seminar, AP)

Moving to a Different State?

Check out what the Interstate Compact can do for you at www.mic3.net.

Kids' Moving Checklist

- ___ Return any library items I have checked out
- ___ Decide which clothes and toys I have outgrown and give them away
- ___ Get pictures of my friends
- ___ Get contact information from my friends
- ___ Look up my new hometown on a map
- ___ Ask my parents how I can help them
- ___ Give my friends my contact information

Kids' Pet Moving Checklist

Car Travel:

- ___ Get my pet used to car travel by helping mom or dad take them on short car rides
- ___ Pack a leash for my pet's safety
- ___ Bring food and water for my pet
- ___ Get mom or dad to stop the car during the trip so that my pet can exercise and take potty breaks

Air Travel:

- ___ Get mom or dad to reserve a space on the airplane for my pet
- ___ Make sure my pet can stand up, lie down and turn around in his crate
- ___ Write "Fragile! Live Animal!" and "This Side Up" on the outside of the carrier. Also print my name and new address in the carrier.
- ___ Attach a new tag to my pet's collar that has my name and new address
- ___ Feed my pet a light meal five to six hours before the flight.

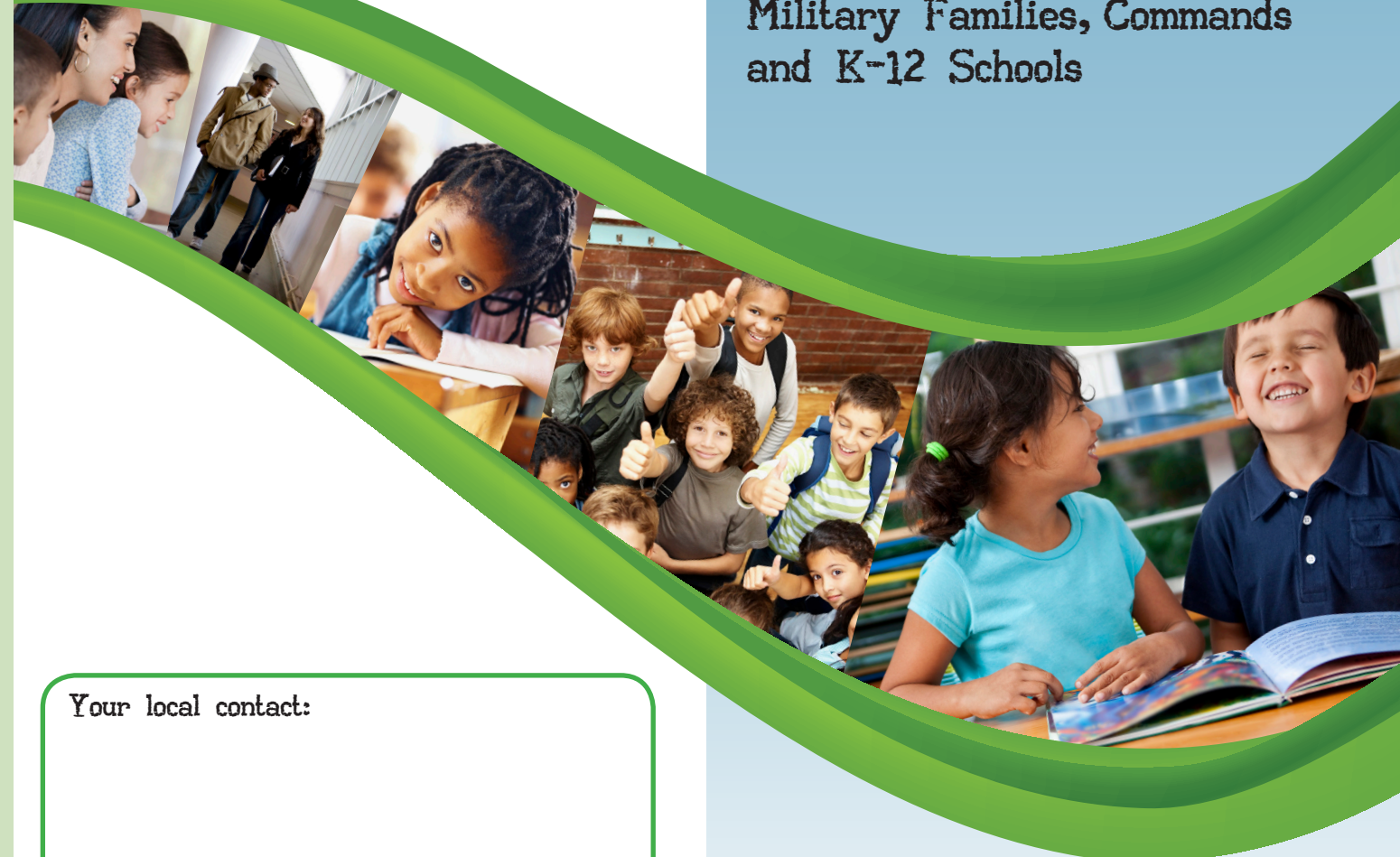
Most Important:

- ___ Talk to the vet and write down what he says to do to get pets ready to move.



Stay on Target with Your School Liaison Officers

School Liaison Officer directories for all services are available at <http://www.dodea.edu/partnership/>.



Your local contact:

www.navymwr.org



Find us on Facebook
<https://www.facebook.com/pages/Navymwr/144612695576942>



Military School Liaison Officer Program

Connecting Military Families, Commands and K-12 Schools



Family Readiness = Mission Readiness

Why are School Liaison Officers Needed?

- School transition and deployment support is a Navy readiness and retention issue. The Navy benefits from having Sailors who are able to focus on their duties, whether ashore or deployed.
- Navy families move their children an average of every 2.9 years.
- Children of military personnel attend up to nine different schools by graduation.
- Military families are reluctant to disrupt high school youth in their senior year.
- Deployments can impact educational outcomes of children.
- Many families decide to “separate geographically” to keep children in their current school.



Families — Contact your School Liaison Officer for help with:

- Inbound/outbound school transfer
- Local schools and boundaries
- Finding the right school
- Understanding special education
- Meeting graduation requirements
- Finding military and local support services
- Home schooling support
- Preparing for college and scholarship information

Educators — Contact your School Liaison Officer to help with:

- Military information and resources
- Staff development on military culture
- Partnerships in Education
- Deployment support
- Information and support on the Interstate Compact

Online Resources:

Navy Before and After School Care
www.militarychildcare.com

Military Interstate Children's Compact
Commission
www.mic3.net

Military One Source – Transition
Information
www.militaryonesource.com

School Quest
www.schoolquest.com

Military Teens on the Move
www.defenselink.mil/mtom/

Department of Defense Education Activity
www.dodea.edu

Free Online Homework Help
www.tutor.com

Special Education
www.specialedconnection.com

Federal Student Aid
<https://fafsa.ed.gov/>

Navy Exceptional Family
Member Program
www.public.navy.mil/bupers-npc/support/efm/Pages/default.aspx

College:
College Board
www.collegeboard.org
Post 9/11 GI Bill
www.gibill.va.gov/
ACT
www.actstudent.org

Find school information worldwide at this official source for installation and local information:

www.militaryinstallations.dod.mil

Navy School Liaison Officers Provide Seven Core Services to Assist Families:

1. School Transition Services (PCS Cycle): School Liaison Officers assist families with school transfers and help “level the playing field” for military children and youth.
2. Deployment Support: School Liaison Officers connect educators with the Navy deployment support system to inform them about the cycles of deployment and the tools available to assist educators in working with Navy children.
3. Command, School, Community Communications: School Liaison Officers serve as subject-matter experts for installation commanders on K-12 issues, helping to connect command, school and community resources.
4. Home School Linkage and Support: School Liaison Officers assist Navy families by gathering and sharing information on home schooling issues, policies and legislation from local school districts, and help leverage Navy Child and Youth Programs resources to support these families.
5. Partnerships in Education (PIE): PIE creates a volunteer network of resources to support installation and community members who have a vested interest in the success of all youth.
6. Post-Secondary Preparations: School Liaison Officers leverage installation and school resources to provide graduating military students with access to post-secondary information and opportunities.
7. Special Needs System Navigation: School Liaison Officers provide information about installation and community programs and services, make referrals to the Exceptional Family Member Program, and offer assistance in navigating the administrative systems within local education agencies.