



# Sachem Central School District

## Central Registration

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**Patti Trombetta,**  
Superintendent of  
Schools

### **Documents Required to Register for Private School as a Sachem Resident**

#### **Original Birth Certificate with a raised seal**

#### **Parent or Guardian's photo identification**

The residential parent or guardian of the child must be in attendance at the time of registration. If you are a stepparent, please bring your marriage certificate with you. It is not necessary for your child to be with you at the time of registration.

#### **Proof of Residency from Parent/Guardian (all must provide first and second proof):**

##### **First Proof**

- 1. Homeowners, Proof of Ownership**
  - a. Current mortgage statement or
  - b. Current yearly property tax bill or
  - c. Indenture documents if registering within 90 days of closing
- 2. Renters in an Apartment Complex**
  - a. Original lease must be signed by both the parent/guardian and complex management. The lease must be current. Registration cannot take place prior to the move in date.
- 3. Renting or Living in a Private Home that you do not own**
  - a. Residents living in a privately owned home that he/she does not own must submit a Statement of Residence. The statement must be completed and signed by both the homeowner and the parent/guardian. The homeowner must also provide the current month's mortgage statement or current year's tax bill. Registration cannot take place prior to the move in date. The Statement of Residence form is available on the Sachem website as well as at the Central Registration Office.

##### **Second Proof**-must be in parent/guardian's name

1. Utility bill (electric, gas, cable, house telephone or water) or car insurance document dated within 30 days of registration.
2. If the above is not possible, three separate documents addressed to the residence are required. They must be dated within 30 days of registration. Examples of such are payroll stub, health insurance statement, cell phone bill, governmental agency letter, bank statement, medical bill, etc.

51 School Street  
Lake Ronkonkoma,  
NY 11779  
631-471-7861  
ext.1145



#WeAreSachem

www.sachem.edu



# HOUSING QUESTIONNAIRE

Name of School: \_\_\_\_\_

Name of Student: \_\_\_\_\_  
Last First Middle

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

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

**The answer you give below may help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act may also be entitled to transportation and other services.**

Where is the student currently living? (Please check **one**)

\_\_\_\_\_ In Permanent Housing (house, apartment, trailer)

\_\_\_\_\_ In a Shelter

\_\_\_\_\_ With Another Family because of loss of housing or as a result of economic hardship

\_\_\_\_\_ In a Hotel/Motel

\_\_\_\_\_ In a Car, Park, Bus, Train or Campsite

\_\_\_\_\_ Other (please describe) \_\_\_\_\_

\_\_\_\_\_  
**Print** Name of Parent, Guardian  
(or Student if Unaccompanied Youth)

\_\_\_\_\_  
**Signature** of Parent, Guardian  
(or Student if Unaccompanied Youth)

\_\_\_\_\_  
Date

If the student is NOT living in permanent housing, please ensure that a Designation Form is completed.



# **SACHEM CENTRAL SCHOOL DISTRICT**

Transportation Office  
51 School Street  
Lake Ronkonkoma, NY 11779  
(631) 471-1380

*John Guarnieri, Transportation Supervisor*

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## **APPLICATION FOR TRANSPORTATION**

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### **FOR PRIVATE & PAROCHIAL STUDENTS THAT ARE BEING TRANSPORTED FOR THE FIRST TIME, INCLUDING KINDERGARTEN STUDENTS.**

Student's Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_

E-Mail Address \_\_\_\_\_

School Attended School Year 2025-2026 \_\_\_\_\_

School the student will be attending in September 2026 \_\_\_\_\_

Grade entering September 2026 \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Home Telephone Number \_\_\_\_\_ Work Telephone Number \_\_\_\_\_

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**TRANSPORTATION INFORMATION**

In accordance with the laws of New York State, I hereby formally request transportation for my child to:

Name of School \_\_\_\_\_

Address of School \_\_\_\_\_

School Hours for September 2026 \_\_\_\_\_

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

