

### School - Lutheran Annual Form

Preprinted on the following pages is your school and staff information in alphabetical order that we currently have for your school.

- **Print legibly using black ink.**
- **Erase or whiteout mistakes completely. Please DO NOT use whiteout on preprinted information on the form.**
- **Where there is a list to select from, circle the appropriate answer. (Sample:  Yes  No )**
- **School Information - Update any incorrect information by correcting or filling in missing information in the space provided on the right. If the current information is correct, you do not need to write anything on the right. To delete information completely, fill in the oval (●) in the Delete column for the line you want removed.**
- **Staff Information - Update any information that is incorrect for those that are still serving your school. Cross off those that are no longer serving. Add new individuals and their home addresses in the blank rows provided at the end. Please do not include teacher assistants or aids, clerical staff, nurses, librarians, counselors, etc. Use the following lists to fill in the corresponding lines. If the selection has a number value, please use it when filling in the form.**

- Religion:** 1 - LCMS  
 2 - Other Lutheran  
 3 - Other Christian  
 4 - Non-Christian  
 5 - Unchurched

- Race:** 1 - African American  
 2 - Caucasian  
 3 - American Indian  
 4 - Hispanic  
 5 - Asian  
 6 - Other

- Low/High Grades:** PS 4 9  
 K 5 10  
 1 6 11  
 2 7 12  
 3 8

**Subject1/Subject2:**

- |  |                                   |                                       |
|--|-----------------------------------|---------------------------------------|
| 99 - Head Administrator                  | 35 - Football Coach, Elementary   | 63 - Science: Physics                 |
| 98 - Principal                           | 36 - Football Coach, Freshman     | 64 - Science: Applied Biology         |
| 97 - Assistant Principal                 | 37 - Football Coach, Jr. Varsity  | 65 - Science: Applied Chemistry       |
| 96 - EC Director                         | 38 - Football Coach, Varsity      | 66 - Science: Applied Physics         |
| 10 - Art                                 | 39 - French                       | 67 - Soccer Coach, Elementary         |
| 11 - Band                                | 40 - Geography                    | 68 - Soccer Coach, Jr. Varsity        |
| 12 - Baseball Coach, Freshman            | 41 - German                       | 69 - Soccer Coach, Varsity            |
| 13 - Baseball Coach, Jr. Varsity         | 42 - Golf Coach                   | 70 - Social Studies                   |
| 14 - Baseball Coach, Varsity             | 43 - Government                   | 71 - Sociology                        |
| 15 - Basketball Coach, Boys Elementary   | 44 - Handbells                    | 72 - Softball Coach, Elementary       |
| 16 - Basketball Coach, Boys Freshman     | 45 - History                      | 73 - Softball Coach, Jr. Varsity      |
| 17 - Basketball Coach, Boys Jr. Varsity  | 46 - Applied History              | 74 - Softball Coach, Varsity          |
| 18 - Basketball Coach, Boys Varsity      | 47 - Home Arts                    | 75 - Spanish                          |
| 19 - Basketball Coach, Girls Elementary  | 48 - Industrial Arts              | 76 - Special Ed of Behavior Disorders |
| 20 - Basketball Coach, Girls Freshman    | 49 - Latin                        | 77 - Special Ed of Learning Disabled  |
| 21 - Basketball Coach, Girls Jr. Varsity | 50 - Mathematics                  | 78 - Special Ed of Physical Disorders |
| 22 - Basketball Coach, Girls Varsity     | 51 - Math: Algebra, Geometry      | 79 - Speech, Drama                    |
| 23 - Business Management                 | 52 - Math: Trigonometry, Calculus | 80 - Swimming Coach                   |
| 24 - Business Secretary                  | 53 - Music                        | 81 - Tennis Coach                     |
| 25 - Cheerleading Coach, Elementary      | 54 - Orchestra                    | 82 - Theology                         |
| 26 - Cheerleading Coach, High School     | 55 - Physical Education           | 83 - Track Coach, Elementary          |
| 27 - Choir                               | 56 - Reading                      | 84 - Track Coach, High School         |
| 28 - Coach, Other                        | 57 - Reading Specialist           | 85 - Volleyball Coach, Elementary     |
| 29 - Computer                            | 58 - Religion                     | 86 - Volleyball Coach, Jr. Varsity    |
| 30 - Cross Country Coach, Elementary     | 59 - Russian                      | 87 - Volleyball Coach, Varsity        |
| 31 - Cross Country Coach, High School    | 60 - Science                      | 88 - Wrestling Coach, Elementary      |
| 32 - Economics                           | 61 - Science: Biology             | 89 - Wrestling Coach, Jr. Varsity     |
| 33 - English                             | 62 - Science: Chemistry           | 90 - Wrestling Coach, Varsity         |

**Return entire form by September 15th to the address at the top of this page. (Please return this form even if there are no corrections.) Send a copy of this form to your District Office. If you have any questions, please call (800)248-1930 or (314)965-9000 and ask for the Office of Rosters and Statistics or send email to Rosters.Stats@LCMS.org.**

Batch Number	Roster ID	Parity	School Name

**School Information:**

Write only new or corrected information in this section.

Delete

School Name:	101		
Name in the <i>Lutheran Annual</i> (20 characters only including spaces.)	103		
Phone Number:	105		<input type="text"/> 0
Fax Number:	107		<input type="text"/> 0
E-mail Address:	109		<input type="text"/> 0
Web Address:	111		<input type="text"/> 0
Federal Tax Number: (if not Canadian)	113		<input type="text"/> 0
Date Established:	115	____/____/____ (mm dd yyyy)	<input type="text"/> 0
Lowest Grade Taught at this School: (Circle only one)	117	PS K 1 2 3 4 5 6 7 8 9 10 11 12	
Highest Grade Taught at this School: (Circle only one)	119	PS K 1 2 3 4 5 6 7 8 9 10 11 12	

**Mailing Address:** *If known, please provide full 9 digit zip code if it is not provided below.*

Delete

Mailing Address Line 1:	121		
Mailing Address Line 2:	123		<input type="text"/> 0
Mailing City:	125		
Mailing State:	127	__ __	
Mailing Zip + 4:	129	____ _	
Mailing Country:	131		

**Physical Address:** *(If different from mailing address.) If known, please provide full 9 digit zip if it is not printed below.*

Delete

Physical Address Line 1:	133		
Physical Address Line 2:	135		<input type="text"/> 0
Physical City:	137		<input type="text"/> 0
Physical State:	139	__ __	<input type="text"/> 0
Physical Zip + 4:	141	____ _	<input type="text"/> 0
Physical Country:	143		<input type="text"/> 0

Batch Number	Roster ID	Parity	School Name

**Name**

**Home Address**

**Codes** (Refer to codes in the instructions)

ID#			Suffix _____		Currently Teaching: Low Grade _____ Subject 1 _____ High Grade _____ Subject 2 _____
Gender (circle one) M _____ F _____	Race (code)	Religion (code)	Full Time (circle one) Y _____ N _____	Current Salary \$ _____ .00	Years Teaching: Current School _____ Other _____ Lutheran Schools _____

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