



February 2016

Dear Parents/Guardians,

Interdistrict attendance applies to a student who resides outside the Ross Valley School District (RVSD) attendance boundaries but wishes to attend a RVSD school. The window for applying for an Interdistrict Attendance Permit for consideration of attending a school in RVSD for the 2016-17 school year is open from March 1 to April 1, 2016.

Interdistrict attendance also applies to a student who lives within RVSD attendance boundaries but wishes to attend a school outside RVSD attendance boundaries. Although the application must be made on an annual basis, there is no deadline for submitting an Interdistrict Attendance Permit for a student who is a resident of RVSD but wishes to attend school in another district.

In accordance with the RVSD Interdistrict Attendance Board Policy and Administrative Regulation 5117, please note the following information:

- Interdistrict Attendance Permits are valid for one year only and must be resubmitted and reapproved on an annual basis.
- The submission time frame for “new” and “renewal” requests for consideration of attendance in RVSD for the following year is between March 1 and April 1.
- Approval of an Interdistrict Attendance Permit into RVSD for one child does not guarantee approval for his/her siblings.

If interested in an Interdistrict Attendance Permit to attend a RVSD school for the 2016-17 school year, please do the following:

- Read the attached Interdistrict Attendance Board Policy and Administrative Regulation 5117.
- Complete and return the [Request for Interdistrict Transfer](#) form (one form per child) to the Ross Valley District Office or to your district of residence.
- Please be sure to submit the request to either RVSD or your district of residence between March 1 and April 1, 2016.

Please note that approval of Interdistrict Attendance Permits is dependent upon availability of space at the requested site as well as upon timely submission of the Interdistrict request. Since a priority is to ensure students are able to attend their school of residence, we may not be able to make decisions about Interdistrict Attendance requests until after the new school year begins. As such, students begin the school year at their district of residence, and no later than the 5th day of school, we will finalize all Interdistrict Attendance requests.

If you have any questions, please contact Marci Trahan, Assistant Superintendent, by email at mtarahan@rossvalleyschools.org or by phone at 415-451-4063.

Sincerely,

Marci Trahan
Assistant Superintendent