

**Enrolling in the Ross Valley School District  
 Frequently Asked Questions Grades 1-5  
 2016-2017**

**RVSD Elementary (grades K-5) Schools & Contact Information**

<b>Campus</b>	<b>Administrator</b>	<b>Administrative Assistant</b>	<b>Contact Number</b>
Brookside	TBD, Principal	Marilyn Grove	415-453-2948
Hidden Valley	Kristi Fish, Principal	Teresa Machado	415-454-7409
Manor	Peg Minicozzi, Principal	Mary Chapman	415-453-1544
Wade Thomas	Donna Faulkner, Principal	Marlana Kenilvort	415-454-4603

**How do I determine what district elementary school my child should attend?**

A family's School of Residence is based on their address. If you are unsure which school is your family's School of Residence, phone a District school or the Ross Valley School District at 415-451-4063 for clarification.

**When does Registration begin?**

Parents can register their child at their School of Residence in the office starting Monday, February 1, 2016. School offices are open Monday through Friday from 8:00 a.m. to 4:00 p.m. (Except holidays). Each complete registration packet is date and time stamped.

To assist the District in enrollment preparations, please return your child's registration packet by March 1. Because many elementary schools and grade levels in the Ross Valley School District are impacted by increasing enrollment, if more students register at their school of residence than can be accommodated, even if registered by March 1, students may be assigned to another Ross Valley school where space is available. Any reassignments will be determined prior to the student's first day of attendance.

**How can I apply for the District's K-5 Multi-Age Program (MAP)?**

Please note that the Ross Valley Charter School's (RVC) petition is on appeal to the CA State Board of Education, and we anticipate the State Board will make its decision in mid January. Until we know if the RVC will be approved or denied by the State Board of Education, the District has postponed the orientation and application process for MAP.

**When are student classroom assignments announced?**

Schools will notify families of their student's class assignments no later than the day before the first day of school.

**Can I tour the school?**

Parent/guardian tours are available at each site. Please call the school office for details.

**What if there is no space at my elementary school of residence?**

Resident students are guaranteed space in a District school but not necessarily at their school of residence. To assist the District in enrollment preparations, please return your child’s registration packet by March 1.

Because many schools and grade levels in the Ross Valley School District are impacted by increasing enrollment, if more students register than can be accommodated at their school of residence, students may be assigned to another Ross Valley school where space is available. Each completed registration packet is date/time stamped, so even if a registration packet is submitted before March 1, if the grade level or school is impacted, a student may be assigned to a District school where there is space. Any reassignments will be determined prior to the student’s first day of attendance.

If a student is reassigned, when space becomes available at the school of residence, which may occur before or during the school year, the parent/guardian is notified. At that time, the parent/guardian can return their child to their school of residence or remain at the current placement. If they choose to remain at their current placement, the student becomes a resident of the assigned school.

**What if I do not want my child to attend his/her designated elementary school?**

Parents/guardians must still register at the elementary school in their residence area. At the time of registration, parents/guardians can request an Intradistrict Attendance Permit form. Application forms are available at each elementary school and are accepted only between February 1 and March 1 for the following school year.

Approval for a school of choice for the following year is dependent upon availability of space at the requested site. Students will attend their school of residence until their request is approved. Please note that students will attend their school of residence until decisions about Intradistrict Attendance are made, which will occur no later than the 5<sup>th</sup> day after school begins. If you have questions about Intradistrict Attendance Permit, please contact the Assistant Superintendent’s Office at 415-451-4063.

**How can I find out about Before School / After School care on District Elementary Campuses?**

*Note: While these programs are housed on the school site, they are operated separate entities.*

District Campus Location	Facility	Contact #
Brookside	YMCA Child Care	415-460-1050
Hidden Valley	YMCA Child Care	415-457-4465
Manor	YMCA Child Care	415-456-5349
Wade Thomas	San Anselmo Afterschool Program	415-453-3181

**Who can I call if I have more questions?**

Contact your School of Residence’s school office (information listed on the preceding page).