

Berryessa Union School District
 1376 Piedmont Road * San Jose, CA 95132 * 408-923-1800

2018-2019 Student Enrollment
New Students Entering Transitional Kindergarten, and Kindergarten through 8th grade

New This Year – Beginning in mid February, parents have the option of enrolling a new student to our district, either on-line (www.berryessa.k12.ca.us), or by completing an enrollment packet. Packets are available at all school sites, on the district web page (www.berryessa.k12.ca.us), and at the District Office

To enroll your student, you must attend the below date that corresponds to your child’s resident home school family, and bring either your on-line confirmation or a *completed* registration packet and provide the proper required documents to finalize the enrollment process. **

Currently enrolled Berryessa students in grades TK, and 5th, do not need to re-enroll for Kindergarten and 6th grade. Students will automatically attend their resident elementary/middle school.

New student enrollment for Transitional Kindergarten and Kindergarten through 8th grade, will be held on the following evenings:

Early Opportunities for Enrollment

	<u>Date</u>	<u>Time</u>	<u>Place</u>
Piedmont Family Schools: (Piedmont, Noble, Summerdale, Toyon & Vinci Park)	March 8 (Thursday)	4:00 p.m. -7:00 p.m.	District Office
Sierramont Family Schools: (Sierramont, Cherrywood, Majestic Way & Ruskin)	March 15 (Thursday)	4:00 p.m. -7:00 p.m.	District Office
Morrill Family Schools: (Morrill, Brooktree, Laneview & Northwood)	March 22 (Thursday)	4:00 p.m. -7:00 p.m.	District Office

Incomplete packets will not be accepted and you will be required to return at one of the below dates to finalize the registration. All required vaccines and tests must be given and properly recorded for age by a doctor or clinic.

All School Families
Additional Enrollment Opportunities

<u>Date</u>	<u>Time</u>	<u>Place</u>
March 26 to June 21, 2018	9:00 a.m. - 1:00 p.m.	Resident Home School
June 25 to Aug 2 (Mon -Thurs only)	9:00 a.m. - 2:00 p.m. ONLY	District Office (9 a.m. – 2 p.m. ONLY)
Beginning August 6, 2018	9:00 a.m. - 1:00 p.m.	Resident Home School

** Please read the “PARENT CHECKLIST” page of the student enrollment packet very carefully in order to ensure that you bring all necessary documents to successfully complete the registration process.

**Intra District Transfer Requests Forms for the 2018-2019 school year
Will be accepted until March 2, 2018**

Parents of currently enrolled students may submit an “Intra District Transfer Request Form” to request that their child attend another school within the Berryessa Union School District that is not their resident home school. Transfer Request Forms are available at all school sites and at the District Office. Forms must be submitted directly to the Education Services Department at the District Office, Monday through Friday from 7:30 a.m. to 4:30 p.m.

- In March, the Education Services Department shall conduct a computer lottery to determine placement on a waiting list of all transfer requests, and families will be notified by mail of their waiting list number.

**Intra District Transfer Request Forms will not be accepted for
NORTHWOOD ELEMENTARY, RUSKIN ELEMENTARY
and SIERRAMONT MIDDLE due to lack of available space.**

**Intra District Transfer Request Forms for all new students (grades TK-8th) for the
2018-2019 school year will be accepted from March 8, 2018 to April 27, 2018**

Families that have successfully completed the enrollment process and wish to have their child attend a school other than their resident home school may submit an “Intra District Transfer Request Form” at the time that they are submitting their completed 2018-2019 Student Enrollment packet. The Intra District Transfer Request Form will also be accepted at the District Office in the Education Services Department until April 27, with proof of a completed Student Enrollment packet.

- In May, the Education Services Department shall conduct a separate second lottery to determine placement on a waiting list of all transfer requests of newly enrolled students, and families will be notified by mail of their waiting list number.

**Intra District Transfer Request Forms will not be accepted for
NORTHWOOD ELEMENTARY, RUSKIN ELEMENTARY
and SIERRAMONT MIDDLE due to lack of available space.**

Intra District Transfer Request Forms that are submitted after the deadlines of March 2 (for currently enrolled students) and April 27 (for newly enrolled students), will not be included in the lotteries and will receive the next waiting list number in the order that the Intra District Transfer Request Form was submitted. Beginning in May, families who have submitted an Intra District Transfer Request Form and have been given a waiting list number, will be notified, *only* if their transfer has been approved, based on space availability.

Si desea una copia de esta información en español por favor acuda a la oficina de la escuela.

If you would like a copy of this information translated in Spanish, please contact the school office.

Nếu quý vị muốn bản dịch thông tin này bằng tiếng Việt Nam, xin liên lạc với trường học của con em quý vị.

If you would like a copy of this information translated in Vietnamese, please contact the school office.

如果您需要一份有關這信息的中文翻譯，請與學校辦公室聯繫。

If you would like a copy of this information translated in Chinese, please contact the school office.