

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

2016-2017 Student Enrollment
New Students Entering Transitional Kindergarten, and Kindergarten through 8th grade

2016-2017 Registration packets will be available mid-February 2016 at all school sites,
on the district web page (www.berryessa.k12.ca.us), and at
the Berryessa Union School District Office, 1376 Piedmont Rd, San Jose

To enroll your student, you must attend the below date that corresponds to your child's
resident home school family, and bring a *completed* registration packet **

Transitional Kindergarten and Kindergarten through 8th grade will be held on the following evenings:

	<u>Date</u>	<u>Time</u>	<u>Place</u>
Morrill Family Schools: (Morrill, Brooktree, Laneview & Northwood)	March 3 (Thursday)	4:00 -7:00 p.m.	District Office
Piedmont Family Schools: (Piedmont, Noble, Summerdale, Toyon & Vinci Park)	March 10 (Thursday)	4:00 -7:00 p.m.	District Office
Sierramont Family Schools: (Sierramont, Cherrywood, Majestic Way & Ruskin)	March 17 (Thursday)	4:00 -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

<u>Date</u>	<u>Time</u>	<u>Place</u>
March 21 to June 24, 2016	9:00 a.m. - 1:00 p.m.	Resident Home School
June 27 to Aug 4 (Monday -Thurs only)	9:00 a.m. - 2:00 p.m. ONLY	District Office (9 a.m. – 2 p.m. ONLY)
Beginning August 8 (Monday), 2016	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 2016-2017 school year
Are now being accepted until February 29, 2016**

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 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.**

**Kindergarten and new student Intra District Transfer Request Forms for the
2016-2017 school year will be accepted from March 3, 2016 to April 4, 2016**

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 2016-2017 Student Enrollment packet. The Intra District Transfer Request Form will also be accepted at the District Office in the Education Services Department until April 4, with proof of a completed Student Enrollment packet.

- In April, the Education Services Department shall conduct a separate second lottery to determine placement on a waiting list of all transfer requests of Kindergarten and new students enrolling for the 2016-2017 school year, 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 February 29 (for currently enrolled students) and April 4 (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.