

Alisal Elementary Walk-Through Registration Forms NOW on-line at www.pleasanton.k12.ca.us/alisal

Dear Parents and Guardians:

Please read the following information in this letter carefully as our process has changed to be more effective and reduce paper waste.

We are asking parents/guardians to go to our website www.pleasanton.k12.ca.us/alisal to read information regarding Walk-through Registration such as e-Connection, internet use, student health insurance, tobacco-free policy, Notice to Parents and our Parent/Student Handbook. The website outlines the 2011-12 school year Walk-through Registration (WTR) procedures for Alisal Elementary School. Also visit Alisal PTA's webpage www.alisalpta.org to view their additional registration information. If you do not have internet access, a hard copy of the WTR packet will be available to you in the office beginning Thursday, August 11.

Here are the steps for 2011-2012 registration:

Step I – Visit Alisal website - Read through registration directions. Download, print, and complete Parents' Signature pages 1, 2, & 3. Volunteer clearance and e-Connection forms are optional.

Step II – Pick up the registration packet containing your child(ren)'s emergency sheet in the school office on Friday, August 12 or Monday, August 15, from 8 a.m. – 4 p.m. If you are unable to pick up your packet, you may designate another adult to pick it up for you. In the registration packet, there will be an emergency card for each of your children that must be **completed in its entirety and brought to Walk-through Registration on Tuesday, August 16.**

Step III – Attend Walk-Through Registration in the Alisal MP on August 16:

- Completed Emergency Card for each student (blank emergency card picked up at Alisal Aug. 12 or 15)
- Completed & signed Parent's Signature Pages 1, 2, & 3. (Printed out from the Alisal website)
- Two acceptable proofs of residency – **all families, NEW and RETURNING**, must bring **evidence of residency within the district (two forms of evidence required)**. School district residents must provide an original, current utility bill (such as PG&E, telephone, water, garbage), recent close of escrow papers, or recently signed rental/lease agreement (with name, address and telephone number of lessor).

If registration pre-dates the start of school attendance by more than a month, a second utility bill may be requested after the first month of student attendance. Post office box, bank statement, driver's license, credit card bills, personal check, property tax statement, mortgage statement, AFDC statements, or cell phone statements are not acceptable as proof of residency. Falsification of an address may result in denying the enrollment of a student.

The **Parent Teachers Association (PTA)** would like to invite you to join and support our great school and kids. Come find out what fun opportunities there are in which you can participate. If you would like to join PTA you can do so at Walk-through Registration (checks can be made payable to Alisal PTA). Along with joining the PTA, you can purchase Alisal spirit wear.

Child Nutrition Services personnel will be available if you would like to pre-purchase lunches for your student(s) for the 2011-12 school year. **(A separate check is needed payable to CNS).**

Your child(ren)'s class assignment/teacher will be given **after** all required forms have been turned in. This includes all forms requiring parent/child information and parent signature.

We will not post class lists; the only way to receive your child(ren)'s class assignment before school starts will be to complete the Walk-through Registration process.

**Packet pick-up: August 12 & 15
Walk-through registration: August 16
First day of school: Tuesday, August 23, 8:15 a.m.**

Parent Information

Please see the Alisal website www.pleasanton.k12.ca.us/alisal for additional information

Classroom donations

We are grateful for any support from parents/guardians to help us supplement our classroom programs by providing materials and supplies. Below you will find suggested donations for each grade level. Please be assured that if you are not able to provide the donation, the necessary materials and supplies will be provided for your child's educational program. Donations will be accepted by your child's teacher during Back to School Night.

Suggested donations are:

Kindergarten -- \$75

First grade -- \$65

Second grade -- \$60

Third grade -- \$65 (includes required school organizer/plan book)

Fourth grade -- \$65 (includes required school organizer/plan book)

Fifth grade -- \$65 (includes required school organizer/plan book)

Back to School Nights (parents only, please):

Kindergarten: Tuesday, August 23, 6 p.m. in your child's classroom

First, second, & third grades + SDC grades 1 & 2: Wed., Aug. 24, 5:30-6:15 p.m. in your child's classroom

Fourth & fifth grades + SDC grades 3-5: Wednesday, Aug. 24, 6:30-7:15 p.m. in your child's classroom

Bell schedule

8:15	Bell rings, classes begin (all days except Wednesdays) Wednesday start time is 9:15, dismissal is 2:50 p.m.
9:45-10:00	First - third grades recess
10:30-10:45	Fourth & fifth grades recess
11:30-11:50	First - third grades recess
11:50-12:15	First - third grades lunch
12:00-12:30	Fourth & fifth grades recess
12:30-12:55	Fourth & fifth grades lunch
1:45-1:55	First - third recess
2:50	Dismissal

Kindergarten change

Alisal instituted a staggered-start kindergarten last year and it will also be in effect for 2011-2012. We will not have a PM kindergarten as in past years. For the first three weeks of school, all kindergarten students attend school from 8:15 a.m.-11:35 a.m. The kindergarten teachers will use the afternoons of these three weeks to assess your children. Teachers will schedule the assessment times with you at Back to School Night (August 23). When the assessments are complete, teachers will develop groups according to the students' emotional and social needs. Your child's teacher will notify you of your child's schedule by Wednesday, September 7.

Our staggered schedule (below) will begin Monday, September 12.

Early Start 8:15 a.m.-11:35 a.m. (every day except Wednesdays*)

Late Start 9:45 a.m.-1:05 p.m. (every day except Wednesdays*)

***PLEASE NOTE: On Wednesdays, all kindergarten students attend from 9:15 a.m.-12:35 p.m. due to our late start Wednesday schedule.**

6/16/2011