

# **Transitional Kindergarten, Kindergarten, and Open Enrollment Timelines for 2022-23 School Year**



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# Open Enrollment Programs

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The Open Enrollment period applies for students who are currently enrolled within the Alameda Unified School District during the 2022-23 school year. Open Enrollment schools accept current AUSD students from all over Alameda, not just from their neighborhood zones.

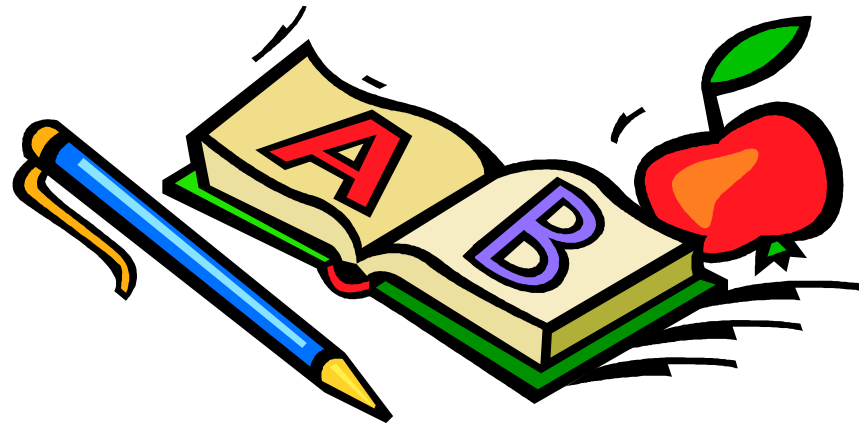
The Superintendent or designee shall identify those schools which may have space available for additional students. Open Enrollment schools for the 2022-23 school year are as follows: **Maya Lin, Junior Jets, Bay Farm 6-8, Wood Middle School 6-8, Encinal Junior/Senior High School 6-12, and ASTI.**

Students of parents/guardians who submit applications within the designated open enrollment period shall be eligible for admission to their school of choice the following school year under the district's open enrollment policy **dependent upon space availability in their selected program.**

# Open Enrollment Schools for 2022-23 School Year

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- Maya Lin Elementary School, grades K-5
- Bay Farm School, grades 6-8
- Wood Middle School, grades 6-8
- Encinal Junior/Senior High School, grades 6-12
- ASTI, incoming 9<sup>th</sup> graders



# Open Enrollment Application Timeline

<p><b>Monday, November 15, 2021 through Friday, January 21, 2022</b></p> <ul style="list-style-type: none"><li>❖ ASTI, 9 grade only</li><li>❖ Bay Farm, 6-8</li><li>❖ Wood, 6-8</li><li>❖ Encinal Jr./Sr.High, 6-12</li></ul>	<p>Open Enrollment applications must be submitted through the online process during this time frame to be eligible for the lottery for each of these programs.</p> <p>Lottery timeline - The week of January 24, 2022</p> <p>Notification timeline:</p> <ul style="list-style-type: none"><li>• Encinal Jr. Jets – January 28, 2022</li><li>• Bay Farm – February 4, 2022</li><li>• Wood MS – February 4, 2022</li><li>• ASTI - <b>TBD</b></li></ul>
<p><b>Monday, January 24 through Friday, March 24, 2022</b></p> <p><b>Maya Lin, K-5</b></p>	<p>Open Enrollment applications must be submitted to Student Services through the online process during this time frame to be eligible for the lottery for this program.</p> <p>Lottery timeline – April 1, 2022</p> <p>Notification timeline - The week of April 4, 2022</p>

# All Open Enrollment Applications

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- Each Open Enrollment School has their own application link
- The applications are filled out online and submitted to a designated Google Document for Student Services to review
- Open Enrollment applications must be submitted during the designated time frame to be eligible for the lottery for each of the programs

# Information Nights at Secondary Schools

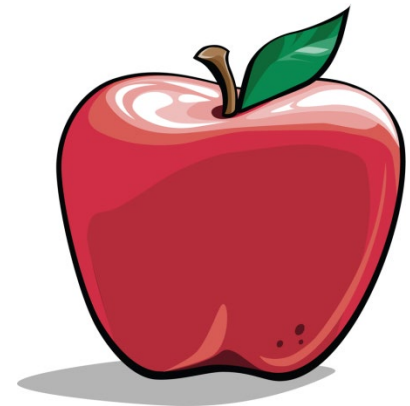
<b>Program</b>	<b>School</b>	<b>Date(s)</b>	<b>Start Time</b>
High Schools	Alameda High School	December 8, 2021 Via Zoom. Link to be provided on the AHS webpage <a href="https://aus-alamedausd-ca.schoolloop.com">https://aus-alamedausd-ca.schoolloop.com</a>	6:00 PM
	ASTI	November 16, 2021 Via Zoom. Link to be provided on the ASTI webpage <a href="https://asti-alamedausd-ca.schoolloop.com">https://asti-alamedausd-ca.schoolloop.com</a>	6:00 PM
	Encinal High School	December 7, 2021 Via Zoom. Link to be provided on the EHS webpage <a href="https://ehs-alamedausd-ca.schoolloop.com">https://ehs-alamedausd-ca.schoolloop.com</a>	5:30 PM
Middle Schools	Bay Farm 6-8	November 17, 2021 Via Zoom. Link to be provided on the Bay Farm webpage <a href="https://bayfarm-alamedausd-ca.schoolloop.com">https://bayfarm-alamedausd-ca.schoolloop.com</a>	6:30 PM
	Encinal Junior Jets	November 18, 2021 & December 9, 2021 Via Zoom. Link to be provided on the EHS webpage <a href="https://ehs-alamedausd-ca.schoolloop.com">https://ehs-alamedausd-ca.schoolloop.com</a>	11/18-5:30 PM 12/9-6:30 PM
	Lincoln Middle School	December 1 & 15, 2021 Via Zoom. Link to be provided on the LMS webpage <a href="https://lms-alamedausd-ca.schoolloop.com">https://lms-alamedausd-ca.schoolloop.com</a>	6:30 PM
	Wood Middle School	December 9, 2021 & February 2, 2022 Via Zoom. Link to be provided on the WMS webpage <a href="https://wms-alamedausd-ca.schoolloop.com">https://wms-alamedausd-ca.schoolloop.com</a>	6:00 PM

# Information Nights for Open Enrollment Programs

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**The following topics are covered:**

- School Community
- Programs & Activities
- Opportunities for Parent Involvement
- Application Process
- Frequently Asked Questions



# ASTI (Gr. 9) and Encinal (Gr. 6-8) Open Enrollment Priority Guidelines

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1. In-district Alameda residents who have a sibling enrolled at the requested school
2. All other Alameda in-district residents
3. Applicants who do not reside within Alameda City
  - *If a school has more applications than space available, selection for the school or program of choice shall be determined by lottery in alignment with Board approved priorities from the eligible applicant pool. Multiple birth students will be treated as a single number in the lottery. If their number is drawn and the number of students exceeds the number of spaces available, parents may take the space(s) and place the remaining siblings on the waiting list.*



# **Encinal (Gr. 9-12) and Wood MS (Gr. 6-8) Open Enrollment Priority Guidelines**

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## **Encinal Senior High School**

1. Students who live within the attendance zone for Encinal Junior/Senior High School
2. AUSD students who have siblings currently attending Encinal Junior/Senior High School
3. All other Alameda City residents
4. All applicants outside of Alameda City

## **Wood Middle School**

1. Alameda resident students who live in the Wood Middle School zone
2. Alameda resident students who have a sibling currently attending Wood Middle School
3. All other Alameda City residents
4. Applicants who do not reside within the City of Alameda

# Bay Farm (Gr. 6-8) and Maya Lin (Gr. K-5) Open Enrollment Priority Guidelines

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## Bay Farm School

1. Students who are currently attending Bay Farm School
2. Students who live within the attendance zone for Bay Farm School
3. AUSD students who have siblings currently attending Bay Farm School
4. All other Alameda City residents
5. All applicants outside of Alameda City

## Maya Lin Elementary School

1. Alameda resident students who live in the Maya Lin school zone
2. Alameda resident students who have a sibling currently attending Maya Lin
3. All other Alameda residents
4. Applicants who do not reside within the City of Alameda

## Finalizing Open Enrollment (AR 5116.1)

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- The Superintendent or designee shall inform applicants as to whether their applications have been approved or denied. Applicants who receive approval must confirm their enrollment within two weeks of notification dates. Admission to a particular school shall not be influenced by a student's academic or athletic performance.
- Special Education students may participate in open enrollment based on the above priority system and space available in the programs at the desired school with an approved IEP change of placement.
- The open enrollment school will become the student's school of residence upon being accepted. Students who wish to return to their original school of residence must reapply through the intra-district transfer process.

# Transitional Kindergarten Program

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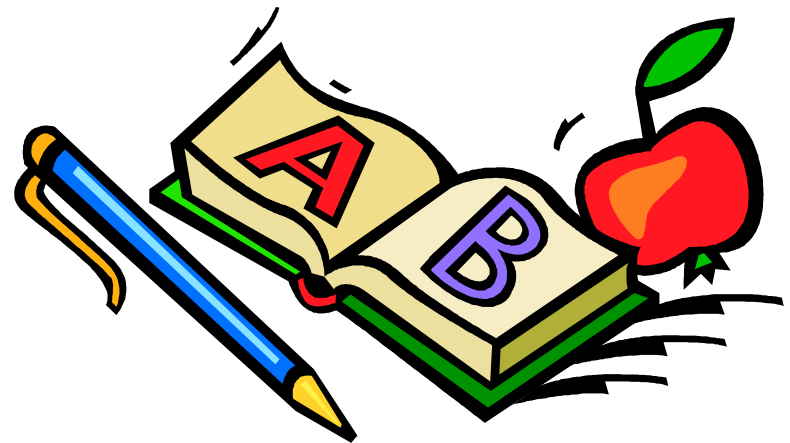
- Transitional Kindergarten (TK) is a 2-year kindergarten program.
- TK is offered at Earhart, Love and Ruby Bridges.
- If TK is not offered at your neighborhood school, all efforts will be made to place your child in a TK class close to your neighborhood school.
- For Kindergarten school year, TK students will attend Kindergarten at their neighborhood school and will not need to re-enroll for the 2023-24 school year.



# Neighborhood Elementary Schools

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- Bay Farm School
- Earhart Elementary\*\*
- Edison Elementary
- Franklin Elementary
- Love Elementary\*\*
- Maya Lin School
- Otis Elementary
- Paden Elementary
- Ruby Bridges Elementary\*\*



**\*\* Refers to location of Transitional Kindergarten (TK) classes**

# Identifying your Neighborhood School

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1. Go to the district's website [www.alamedaunified.org](http://www.alamedaunified.org). Click on the "Enrollment Backpack" on the upper right side of the screen then the "How to Enroll for Next School Year" button. Step number 1 will help you identify your neighborhood. If you have questions please email [jstockwell@alamedaunified.org](mailto:jstockwell@alamedaunified.org).
2. Attend city-wide TK or K Information Night on Thursday, January 12<sup>th</sup> (TK) or Friday January 13<sup>th</sup> (K), from 6:30-7:30 pm via Zoom.
3. View or print the TK-K pre-enrollment packet at the website for your neighborhood school on or the AUSD enrollment website at [www.alamedaunified.org/enrollment](http://www.alamedaunified.org/enrollment)
4. Read your forms and your packet handouts carefully, particularly the "Frequently Asked Questions about TK-K Pre-Enrollment."
5. Any questions you may still have can be answered by emailing the school directly or Student Services.
6. View the tour video for your neighborhood school. Please see school website for more information.

# TK and K Information Nights at Elementary Schools

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**Transitional Kindergarten:** for all elementary sites  
Wednesday, January 12, 2022 at 6:30 pm Via Zoom  
Link to be provided 1/11/2020 at  
[www.alamedaunified.org/enrollment](http://www.alamedaunified.org/enrollment)

**Kindergarten:** at all elementary schools  
Thursday, January 13, 2022 at 6:30 pm Via Zoom  
Link to be provided on each school's webpage  
<https://alamedausd-ca.schoolloop.com/Schools>

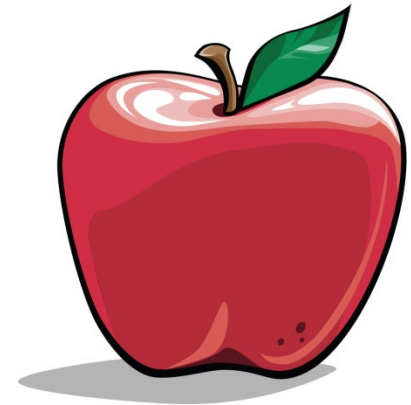
**\*Additional Information Night at Maya Lin on Thursday, January 20, 2022  
at 6:30 pm Via Zoom**

Link to be provided on Maya Lin webpage  
<https://mls-alamedausd-ca.schoolloop.com>

# Information Nights Topics Covered

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- School Community
- Programs & Activities
- Opportunities for Parent Involvement
- Application Process
- Frequently Asked Questions





# TK and Kindergarten Tours

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- Tour dates for the 2022/2023 school year have not yet been determined.
- If tours are scheduled they will most likely be via video walkthroughs and Zoom meetings.
- Continue to monitor the AUSD 22/23 Enrollment Page and your school website for updated information on tour format and dates.

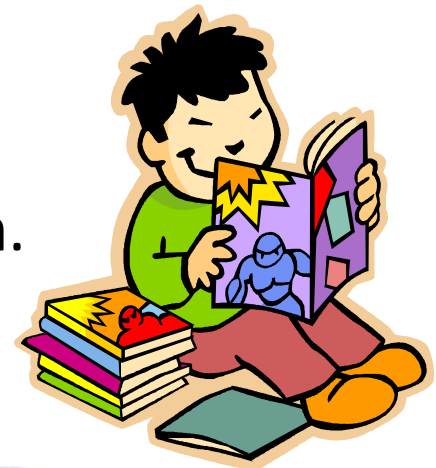


# Student Age and Birthdates

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California State Education Code 48000[a] [c]:

- Students must be 5 by September 1, 2022 to be eligible for Kindergarten. Kindergarten is for students who turn 5, with birthdates on or before ***September 1, 2017***.
- Students must be 5 by February 2, 2023 to be eligible to attend Transitional Kindergarten (TK). All children with birthdates between ***September 2, 2017 through February 2, 2018*** are eligible to attend Transitional Kindergarten.



# TK and K Pre-Enrollment for the 2022-23 School Year

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- **January 24 at 8:00 am: *Online enrollment becomes available.***  
Families may go to [www.alamedauniifed.org](http://www.alamedauniifed.org) and follow the directions for online enrollment, which includes scheduling an in-person pre-enrollment appointment with Student Services for each incoming student.
- **January 31: *TK-K pre-enrollment appointments begin.***  
Every student seeking enrollment must have completed the online enrollment and scheduled their pre-enrollment processing appointment.
  - Email all required paperwork to your enrollment specialist prior to your processing appointment. Directions will be provided prior to your appointment.
  - Appointments can be scheduled Monday-Friday between the hours of **8 am – 5 pm.**

## **To Begin the Pre-Enrollment Process, parents should...**

1. Complete the online pre-enrollment process with Aeries Online Enrollment beginning January 24.
2. Make an online enrollment processing appointment for the 2022-23 school year beginning January 24.
3. Check to make sure the student meets the immunizations requirements for pre-enrollment.
4. Collect all the paperwork needed for TK-K pre-enrollment including:
  - Birth certificate
  - Immunization record
  - Proof of residency (i.e., rental agreement or property tax bill and a current utility bill)

# Required Documents for Enrollment

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1. Proof of Residency (all 3 are required)
  - Property Deed, Property Tax Bill, Mortgage Statement or Current Full Rental Agreement stating the following: Parent/Guardian's name, student name(s), name of owner or manager, and telephone number. ***Sub-leases will not be accepted.***
  - Utility statements i.e. Alameda Municipal Power, PG&E, or Water/Garbage. ***No cable or internet.***
  - Parent/Guardian's current government ID for identification purposes only. ***Not accepted as proof of residency.***

Don't have a rental agreement? You will need to submit a notarized affidavit along with the above documents. For more information go to [www.alamedaunified.org/enrollment](http://www.alamedaunified.org/enrollment).

# Required Documents for Enrollment, continued

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2. Child's Original or Certified Birth Certificate (or a passport or certified baptismal certificate)
3. Child's Immunization Records (Requirements for pre-enrollment)
  - Diptheria-Tetanus-Pertussus (DPT, TdaP) 5 doses
  - Polio, 4 doses
  - Varicella (chickenpox) 2 doses
  - Measles-Mumps-Rubella (MMR) 2 doses



**IMPORTANT: NO SHOTS = NO SCHOOL.**

**Your child will NOT be able to start school in August until you have provided documentation of ALL required immunizations.**

# New Student Enrollment for the 2022-23 School Year (Gr. 1-12)

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***Pre-Enrollment appointments for new 1<sup>st</sup>-12<sup>th</sup> graders for the 2022-23 school year begin Monday, February 28, 2022; TK-K Continue....***

- Families may go online to [www.alamedaunified.org/enrollment](http://www.alamedaunified.org/enrollment) and follow the directions for online enrollment, which includes setting up an account in Aeries for each incoming student and making an enrollment processing appointment for each incoming student.
- **February 28:** Pre-enrollment processing appointments begin for 2022-23 school year, grades 1-12. TK-K may continue to pre-enroll for the rest of the year. Every student seeking enrollment must complete online enrollment first, set up the pre-enrollment processing appointment, and follow provided instructions for the enrollment processing.
- Email all of the paperwork to your enrollment specialist prior your pre-enrollment appointment. (Appointment directions will be provided prior to your appointment)
- Appointments can be scheduled Monday-Friday between the hours of **8 am – 5 pm.**

# Enrollment Appointments for the 2022-23 School Year

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## ***All enrollments are processed via email.***

- Enrollments are being conducted through email only
- You still need to schedule a processing appointment for each student you are enrolling
- You will receive an email with instructions the week prior to your appointment
- Your appointment time is scheduled for our enrollment specialists to process the enrollment. It is not a time for you to meet with anyone from Student Services
- No phone call or video meeting will occur
- Your student's enrollment will be confirmed once all documents have been reviewed and accepted
- If you fail to send in your required documents prior to your scheduled appointment you will have to reschedule the appointment using the appointment link on our website



# Enrollment Guidelines

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- The Board of Education desires to provide enrollment options that meet the diverse needs and interests of district students. The District shall determine the capacity of each school site based on the physical capacity of the building and class size limits established by state law or collective bargaining agreement. Priority is given to students residing within the attendance area of a Zoned School or whose parent/guardian is assigned to that Zoned School.
- Enrollment priority is given: (1) To siblings of currently enrolled students living in the zone of attendance and/or (2) By date of enrollment (*AR 5116.1*)

## Board Discussion