Dear Parent:

This letter is to inform you of the Open Enrollment process for the 2010-11 school year. NO ACTION IS REQUIRED on your part if you would like your student to remain at his/her school of residence. If you would like to request that your student be enrolled at a school other than his/her school of residence, you must complete and submit an Open Enrollment Application during the Open Enrollment period, Monday, February 1, 2010 to Friday, February 26, 2010.

The Board of Education, at their meeting on January 21, 2010, stated that no Open Enrollment applications will be accepted for elementary schools because the District will need maximum flexibility to plan for elementary school enrollment for school year 2010-11. Elementary school families will be able to use the Intradistrict attendance procedure for the 2010-11 school year. All secondary schools will be accepting Open Enrollment requests which include Vaca Peña and Willis Jepson Middle Schools, Vacaville and Will C. Wood High Schools.

WHAT IF OPEN ENROLLMENT IS NOT AVAILABLE AT THE SCHOOL I PREFER, CAN I REQUEST AN INTRADISTRICT AGREEMENT (IDA) AND WAIT TILL NEXT YEAR TO REQUEST OPEN ENROLLMENT? Yes you can submit an Intradistrict Application and request Open Enrollment for the following year, if available.

HOW DO I KNOW WHICH SCHOOL IS MY SCHOOL OF RESIDENCE? Your home address determines your school of residence. If you are unsure which school’s boundaries your home is located within, you may visit our website at www.vacavilleusd.org or you may call 453-6153 and ask for assistance.

HOW DO I REQUEST OPEN ENROLLEMENT? You must pick up an Open Enrollment Application and submit the application to the Educational Services Department office no later than 5:00 p.m., Friday, February 26, 2010. Only applications received by that date and time will be included in the process. Applications will not be mailed, faxed or emailed.

AM I ASSURED OF THE SCHOOL I REQUEST DURING OPEN ENROLLMENT? No. A lottery selection will determine which students are accepted for a particular school and which students are placed on waiting lists. Families will be notified of the status of their student’s application by April 30, 2010. Waiting lists do not carry over to the succeeding school years; if a student remains on a waiting list through the 2010-11 school year, a new application must be submitted for the 2011-12 school year.

CAN I CHANGE MY MIND AFTER I HAVE RECEIVED MY LOTTERY NUMBER AND AM PLACED IN A NEW SCHOOL? No. Students placed in any school requested through Open Enrollment become “residents” of the new school and must wait until the next Open Enrollment period to make any changes.

AM I ASSURED OF THE CLASS OR PROGRAM I REQUEST? No. The number of classes and the time of day the classes are offered determine whether a student is scheduled into a specific class or program. There is no guarantee a student will be placed in a certain class or program.

IS TRANSPORTATION PROVIDED TO THE NEW SCHOOL? No. Regular home-to-school transportation will not be provided pursuant to these regulations.

If you have further questions, please call Suzanne Gallicho in the Educational Services Office at 453-6153. The Vacaville Unified School District Board of Education and staff are committed to delivering exemplary programs at each of our schools and feel confident that students at all schools have the opportunity to avail themselves of a rewarding experience.

Sincerely,

John T. Aycock, Superintendent

JTA:srg