

**Residents of Orchard Ranch Elementary School
Intra-District Request Process
Frequently Asked Questions**

1. I am a resident of Orchard Ranch and wish to keep my child at their current school, what is the process?
 - a. Orchard Ranch residents may submit an intra-district transfer request indicating they are interested in keeping their child at their current school. Intra-district applications specific to Orchard Ranch residents may be accessed on the Roseville City School District website (www.rcsdk8.org) beginning December 1, 2016.

2. When should I submit the intra-district request for the 2017/2018 school year?
 - a. Beginning December 1, 2016 and ending December 21, 2016, W-70 residents may submit intra-district requests to the Roseville City School District office. This period of time is for Orchard Ranch residents only. A second open enrollment period for all Roseville City School District students will be open from January 4, 2017, to January 27, 2017.

3. Is there an order in which applications are approved?
 - a. First consideration is given to students continuing in the same school, followed by siblings of continuing students, and then children of Roseville City School District employees. All other applications submitted during the Orchard Ranch open enrollment period in December will receive equal consideration. If the District is not able to accommodate all requests at a specific grade level at a requested school, then names will be selected utilizing a random selection process.

4. When will I know if my request has been approved?
 - a. The District will review enrollment projections for the 2017/2018 school year during the months of January and February. The intention is to send notification of conditional acceptance or denial by the end of February. All approvals at that time will be conditional. Conditional approvals may be revoked based upon growth in resident students at the requested school.

5. If I miss the December intra-district window for Orchard Ranch residents, may I still submit an intra-district request?
 - a. Yes, you may submit a request utilizing the intra-district form intended for all residents and submit the request to the Roseville City School District. The District will have an open window for all inter/intra district requests from January 4, 2017 to January 27, 2017. Applications submitted during this second window will receive equal consideration along with all other applications received. If the District is not able to accommodate all requests at a specific grade level at a requested school, then names will be selected utilizing a random selection process.

6. What if my child currently has an approved intra-district transfer agreement to attend another school within the Roseville City School District?
 - a. Your child is considered a resident of their current school after one year of attendance on an intra-district transfer. However, you still need to complete a new Orchard Ranch intra-district transfer in order for us to correctly code your child from Orchard Ranch to your current school.

7. Who should I speak with if I have specific questions that are not addressed by this document?
 - a. On the evening of Monday, December 5th, the Superintendent is scheduled to be at Fiddymont Farm Elementary School from 6:00 - 6:45 and Junction Elementary School from 7:00 - 7:45 in order to provide detailed information on the new school, boundary adjustments, and the intra-district transfer process.
 - b. Specific questions may be emailed to Jerry Jorgensen, Assistant Superintendent, Personnel Services at jerryj@rcsdk8.org