

Steele Canyon High School  
Enrollment Process & Chronology  
For 2008-2009 School Year



**A California Charter School**  
12440 Campo Road, Spring Valley, CA, 91978  
(619) 660-3500

- Feb 8, 2008 Send Open House notification letter to incoming 9<sup>th</sup> graders' families residing within the attendance boundaries including Alpine area (Zip Code 91901) who also receive Attendance Decision Form
- Feb 8-27, 2008 9<sup>th</sup> Grade Level Team presentations at client middle schools and distribution of course request forms to students to take home to parents – students return forms to middle school for pickup by Steele Canyon guidance personnel
- Feb 8-Mar 7, 2008 Incoming students residing within the Steele Canyon attendance boundaries who attend a private middle school or a public middle school not identified by the Grossmont District to attend Steele Canyon – fill out a “Residency within Boundary Area Attendance Decision Form” for addition to the mailing list
- Feb 21 & 23, 2008 Thursday evening Open House – 6:00 to 8:00 P.M.  
Saturday morning Open House – 10:00 A.M. to Noon
- Feb 25-Mar 7, 2008 Grossmont District Open Enrollment window – parents within Steele Canyon's attendance boundaries have a choice to have their student attend any open school within the Grossmont District in lieu of attending Steele Canyon (by law all California charter schools are schools of choice)
- Mar 31, 2008 Deliver incoming 9<sup>th</sup> grade '08-'09 registration packets to client middle schools for distribution to 8<sup>th</sup> grade students who reside within the attendance boundaries
- Distribute '08-'09 registration packets to current students during school hours
- '08-'09 registration packets available in the Assistant Principals' office for attendance area residents whose students do not currently attend Steele Canyon (e.g., private school students, new to the area, etc.) – two proofs of residency required in person
- Apr 7-8, 2008 Registration Monday, 4/7/08, and Tuesday, 4/8/08, for attendance area residents or siblings of current students and **please note – failure to register on one of these two days may result in placement on a wait list if registration is pursued at a later date**
- Parents of incoming 9<sup>th</sup> grade students and/or incoming upper grade students return completed '08-'09 registration packets to Steele Canyon either day from 3:00 to 6 P.M. Incomplete packets will not be accepted. Please plan on up to 90 minutes total time to complete the registration process.
- Current students return completed '08-'09 registration packets during school hours
- Apr 9, 2008 For students living outside the attendance area (nonresidents, i.e., Grossmont District area plus all other areas permitted by law), enrollment application forms for '08-'09 school year available in the Assistant Principals' office. Application acceptance is subject to the random lottery process and grade level space availability. Applications must be returned to Assistant Principals' office no later than 3:00 P.M. on Thursday, 4/17/08, or at the Lottery/Application Information event on Thursday, 4/17/08
- Apr 17, 2008 **Lottery/Application Information event Thursday, 4/17/08, from 6:00 to 7:00 P.M. for parents and students living outside the attendance area.** – Enrollment application forms turned in or completed for entry into the admissions lottery. Publicly held admissions lottery at Steele Canyon at 3:00 P.M. on Friday, 4/18/08
- Apr 18, 2008 Open to the public: Random lottery for nonresident admissions held at Steele Canyon in the staff lounge at 3:00 P.M. on Friday, 4/18/08. Participating parents will receive written notification of lottery results
- TBA Notification of acceptance pending actual grade level enrollment determinations and thereafter as openings become available – school will contact families of acceptance
- Apr 24, 2008 Spring Fling – a fair-like atmosphere for all 2008-2009 school year students and their families. Come to discover more about Steele Canyon in all of its various programs and opportunities – academic displays, performing arts performances, athletic displays and signup tables, Parent Teacher Organization (PTO), parent booster groups, food booths, co-curricular displays, clubs and much more!

# Enrollment Questions & Answers

Please note: All enrollments are subject to grade level enrollment caps. Based on enrollment projections it is anticipated that attendance area students will not be subject to a lottery process for the school year '08-'09.



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**To begin, please read the other side of this sheet carefully before proceeding.**

I would like my student to attend Steele Canyon High School for the 2008-2009 school year. **What do I need to do?**

Next

My student currently attends Steele Canyon.

Yes

Current student brings home a '08-'09 registration packet on March 31, 2008. Make sure to complete each check off item listed on the packet envelope. Incomplete registration packets will not be accepted. Student returns the completed registration packet to school on April 7, 2008. **Please note – failure to register by April 8, 2008, may result in placement on a wait list if incomplete registration is pursued at a later date.**

No

My student is currently an 8<sup>th</sup> grader attending a public middle school within Steele Canyon's attendance boundaries.

Yes

Middle school student brings home a '08-'09 registration packet on March 31, 2008. Make sure to complete each check off item listed on the packet envelope. Incomplete registration packets will not be accepted. **A parent of each middle school student will need to register in person on April 7 or 8, 2008, from 3:00 to 6:00 P.M. Two proofs of residency will be required to register. Please note – failure to register by April 8, 2008, may result in placement on a wait list if incomplete registration is pursued at a later date.**

No

My student is a sibling of a current Steele Canyon student.

Yes

Fill out a Sibling of a Current Student form and return the form by March 7, 2008, to the Assistant Principals' office to assure timely preparation of a registration packet for your student.

Next

No

My student and I reside within Steele Canyon's attendance boundaries but my student currently attends a private school or we recently moved into Steele Canyon's attendance area.

Yes

**Parent picks up the student's '08-'09 registration packet in the Assistant Principals' office On March 31, 2008. Two proofs of residency will be required to receive registration packet.** Make sure to complete each check off item listed on the packet envelope. Incomplete registration packets will not be accepted. **Parent will need to register in person on April 7 or 8, 2008, from 3:00 to 6:00 P.M. Please note – failure to register by April 8, 2008, may result in placement on a wait list if incomplete registration is pursued at a later date.**

Next

No

My student and I reside outside Steele Canyon's attendance boundaries as defined in the Steele Canyon Charter. Visit this website to check for residency: <http://www.guhsd.net/documents/BoundaryBook.pdf>

Yes

Fill out a Residency within the Boundary Area Attendance Decision form and return the form by March 7, 2008, to assure timely preparation of a registration packet for your student.

On April 9, 2008, parent picks up an Enrollment Application form for '08-'09 school year in the Assistant Principals' office. Return the completed form to the Assistant Principals' office no later than 3:00 P.M. on Thursday, 4/17/2008, or at the Lottery/Application Information event on Thursday, 4/17/2008, from 6:00 to 7:00 P.M. A public admissions lottery for non-residents will be held at 3:00 P.M. on Friday, 4/18/2008.