

FREQUENTLY ASKED QUESTIONS IN THE ENROLLMENT CENTER

- **Q.** I don't have the WE energy bill or a lease. What can I use?

A. RUSD will accept a pay stub, bank statement, change of address confirmation from the US Postal Service, or a letter from the State of Wisconsin, and the document must be dated within 60 days of receipt. Verification must show the date, parent's name, and address.

- **Q.** Who do I speak to for free and reduced lunch applications?

A. Applications can be picked up at the Enrollment Center and returned to the Food Service or your school office. Questions can be directed to the Food Service Department at 262-631-7082 or via email at food.service@rusd.org.

- **Q.** What school will my student attend after moving?

A. Upon completion of the change of address form, receipt of proof of residency and valid picture ID of the parent, the student(s) will be placed in their new home school unless they are in the School Choice program.

- **Q.** What are my options if I wish to have my child stay in the school they are currently attending and it is outside my home school boundary area?

A. A one-year waiver can be completed to allow your student to stay at their current school without transportation. However, by signing the waiver the parent is agreeing to provide transportation for the student for the remainder of the school year, and acknowledging that the student will be placed in the new boundary school for the start of the following school year.

- **Q.** Where can I find the school supply list?

A. The school supply list is posted on the RUSD website at: www.rusd.org under the "Resources" tab at the top of the page.

- **Q.** My child is having bullying problems at school. Who should I contact?

A. If meetings with the student's teacher and principal have been unsuccessful in resolving the issue, please contact School Services at student.support@rusd.org.

- **Q.** I am living with a family member or friend and don't have proof of address. How do I enroll my child at RUSD?

A. Please contact our Families in Transition Coordinator, Kaylee Cutler, at kaylee.cutler@rusd.org.

- **Q.** I need a letter to show my student is enrolled at RUSD and where they are attending. Who do I contact?

A. You can pick up a print out of your student's enrollment status at your school or by stopping at the Enrollment Center at 3109 Mt. Pleasant St., Racine, WI. Contact student service with any questions at student.support@rusd.org.

- **Q.** How do I register for School Choice?

A. December 1st through January 15th (window is typically open) - is effective for the following school year. RUSD will run an advertisement campaign to notify parents of the dates when we are accepting enrollments for My School My Choice.

Q. Why haven't I been notified about my School Choice request/application?

A. All parents/guardians are notified via email, postal mail, and on the Parent Portal only if the student was chosen. Please check those sources starting at the end of March.

- **Q.** When do I need to register my child for 3-PCOC/K4?

A. We typically start enrollment for the 3-PCOC and K4 programs in the same window as "My School My Choice" - December 1st - January 15th. And then it will be closed for a few weeks and reopen in the middle of March. For instance, enrollment for those programs opened on March 15, 2020 for the 2020/2021 school year. Or contact earlylearning@rusd.org with your questions and concerns. .

Q. Do I need to register my child for next year if he or she attended 3-PCOC this year?

A. Yes. A new online registration form will be necessary for students going from 3-PCOC to K4. If there has been a change of address since your student was enrolled for the 3-PCOC program, verification of the new address will be required. Go to www.rusd.org to do a new registration.

- **Q.** Why is my home school (blank School), when (blank School) is right across the street/around the corner from my house?

A. Boundaries are drawn by census tract and not by geographical location. Some locations in the city have more students than others, and in order to keep classrooms at optimum capacity it is sometimes necessary to send children to a school that is further away from their home than a school that is close.