

All,

We hope everyone is having a nice week so far. Please reach out to [enrollment.support@rsdla.net](mailto:enrollment.support@rsdla.net) with any enrollment questions.

***ACTION REQUIRED***

IMPT: Preliminary Student Rosters

Earlier today you should have received the *preliminary* Main Round match results for review. Please **review these placements by 5:30 PM Wednesday, April 8**, and respond with any questions or concerns before that time. **No student placements are considered final at this time, so it is very important that you do not communicate this information to students, families, or school staff who do not directly work with student enrollment.** You can view the placements in SchoolForce, in the Reports section:

- Select the “Future School Roster” (or “Future CMO Roster,” if you are a CMO user) report to review your entire roster for the coming year, including new matches and students currently attending your school who will continue to the next grade at your school in the coming year.
- Select the “Future School Roster – New Matches” (or “Future CMO Roster – New Matches,” if you are a CMO user) report to review only your new matches, i.e. students who are currently attending other schools or are new to the school system and have been assigned to your school for the coming year.
- Select the “Transferring Students” (Or “Transferring CMO Students”, if you are a CMO user) report to review your current students that are assigned elsewhere, i.e. students who are currently attending your school who received a placement at a different school next year. *Note: students transferring to a different school in the CMO will not appear on this report for CMO users.*

Detailed instructions for reviewing your rosters can be found in the email communication sent earlier today. **Please carefully read the instructions included in the body and attachment of that email. If you did not receive an email with your preliminary student roster, please contact us immediately.** Please reach out via email to [Raymond.cwiertniewicz@rsdla.net](mailto:Raymond.cwiertniewicz@rsdla.net) or [Kenneth.erisman@rsdla.net](mailto:Kenneth.erisman@rsdla.net) with any questions you may have about the match results. After 5:30 PM Wednesday we will share final rosters. Again, please do not share these placements before they are declared final.

***UPDATES & MATERIALS***

UPDATE: Student Notification

We now anticipate student notification going out at the end of this week, which means students with emails will receive email notification as soon as results are declared final, and all students will begin to receive letters in the mail towards the middle of next week. Once the match is declared final, families will be able to call or visit a Family Resource Center to receive a personalized placement letter, which we will also share with schools by the end of this week. Please let any inquiring families know what to expect for upcoming student notification. You may contact [aimee.grainer@rsdla.net](mailto:aimee.grainer@rsdla.net) for questions concerning student notification and seat acceptance.

Hardship Transfer Update

Please see the table below for an update on how post-10/1 transfers are being considered. Contact [enrollment.support@rsdla.net](mailto:enrollment.support@rsdla.net) with any questions or concerns. If you need help with transfer procedures, please do not hesitate to contact our team. We’d also like to take this opportunity to remind everybody that the transfer forms have been updated from last year. Please cease using the outdated materials immediately. If you have misplaced the new forms, please email [enrollment.support@rsdla.net](mailto:enrollment.support@rsdla.net).

Transfer Type	Approved	Denied	Pending	Other	Grand
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					<b>Total</b>
Childcare	64	57		28	149
Principal-Principal	87	4		2	93
Safety	83	81	5	9	178
Medical	4	7			11
Other	12	1		2	15
<b>Grand Total</b>	<b>250</b>	<b>150</b>	<b>5</b>	<b>41</b>	<b>446</b>

**ROUND ROBIN**

Round Robin Update

The table below shows the current status of the Round Robin cycles for each grade. Note the Round Robin grades that have fewer than 10 school choices remaining (highlighted yellow). The Round Robin will be reset in these grades when there are only 4 school choices remaining and all non-exempt schools will re-open a Round Robin seat. Schools have the option of submitting an exemption request for future Round Robin cycles. Please refer to previous enrollment communication for more information on the exemption request process.

*The Round Robin Cycles in grades 1, 6, and 9 were reset this past week*

Grade	Cycle	Exemptions	Schools Chosen	Schools Remaining
K	1	9	39	5
1	8	20	4	23
2	3	11	32	5
3	4	13	16	18
4	5	15	10	18
5	2	13	12	19
6	4	10	0	31
7	4	11	28	5
8	6	10	3	25
9	16	3	0	13
10	9	2	7	8
11	6	3	8	7
12	8	3	6	7

Round Robin Progress Tracker

The Round Robin Progress Tracker below shows when each cycle in each grade has been reset and how long the previous cycles lasted. This should give your school an idea of how quickly the Round Robin has moved thus far.



**IMPORTANT REMINDERS**

Round 2

This serves as a reminder that Round 2 applications will be available at Family Resource Centers and online **only**. If families would like to apply in Round 2, please tell them to either apply online or visit our School Choice Advisors. The application launches April 20.

Thank you for your attention to these enrollment matters.

Sincerely,  
The Enrollment Team

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