



Rochelle Park School District

Board of Education

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December 7, 2018

Dear Rochelle Park Families,

In January 2019, the Rochelle Park School District will be conducting a **MANDATORY** district **RE-REGISTRATION** for all Rochelle Park students in grades Kindergarten – 12. All families will be required to re-register their children with district personnel during one of the re-registration dates.

Pursuant to Board of Education Policy 5111 (Eligibility of Resident/Non-Resident Students) and N.J.S.A. 18A:38-1, all persons between the ages of 5 and 20 are entitled to a free public education. Further, the Rochelle Park Board of Education shall admit students eligible to attend school free of charge that are domiciled within the district as defined in NJAC 6A:22-3.1.

In an effort to make the process as seamless as possible and provide all of our families with convenient opportunities to complete the re-registration, Midland school will be holding a number of day and evening sessions.

Families will be required to re-register their children on one of the following dates:

Daytime Options

Monday, January 7, 2019	9:00am – 3:00pm
Wednesday, January 9, 2019	9:00am – 3:00pm
Friday, January 11, 2019	9:00am – 3:00pm
Monday, January 14, 2019	9:00am – 3:00pm
Wednesday, January 16, 2019	9:00am – 3:00pm
Friday, January 18, 2019	9:00am – 3:00pm

Evening Options

Tuesday, January 8, 2019	6:00pm – 8:00pm
Monday, January 14, 2019	6:00pm – 8:00pm
Thursday, January 17, 2019	6:00pm – 8:00pm

****All Re-Registration sessions will take place at Midland School****

In order to properly re-register your child/children the following information is required. New forms are required for ALL students grades Kindergarten-12. Please note, all students, even those who attend private school are required to re-register during this process.

The following forms must be completed in **FULL** in order to complete the re-registration process:

- STUDENT ENROLLMENT FORM*
- PARENTAL RESIDENCY ASSURANCE STATEMENT*
Forms can be found on our district website at www.rp.bergen.org
- ORIGINAL STUDENT BIRTH CERTIFICATE with raised seal (No Copies Please)
- (3) PROOF OF RESIDENCY DOCUMENTS
1 of the following items:
 - Original County Recorded Deed or Mortgage **OR**
 - Original Complete with Signatures (Landlord and Tennant) Lease Agreement **with** *Accompanying Proof of Residency from Homeowner* **OR**
 - Notarized Residency Non-Rent Paying Affidavit **with** *Accompanying Proof of Residency from Homeowner*
- 1 of the following items:**
 - Current Utility Bill – PSEG or SUEZ (last 30 days)
- 1 of the following items:**
 - Current Cable Bill (last 30 days)
 - Current Bank Statement (last 30 days)
 - Current Insurance Bill (last 30 days)

During re-registration, the Rochelle Park School District will consider other documentation provided by parents/guardians proving residency if unable to produce documents from the above categories.

If you have any questions regarding the re-registration, please feel free to contact Mr. Alberta.

Dr. Richard Brockel, Ed.D
Acting Superintendent

Mr. Michael J. Alberta
Principal