

Dear ISM Parents / Guardians -

It is only five weeks into this school year, but we are already preparing for the coming 2009-10 school year, specifically with regard to facilities planning as well as the February 2009 lottery preparation.

In order to be successful in both these critical ventures, we need your help!

Attached to this email is a form entitled "**INTERNATIONAL SCHOOL OF MONTEREY INTENT TO RE-ENROLL FORM**". We are requesting that the parent or guardian complete this form for their children currently enrolled in ISM. On this form, please indicate whether you intend to re-enroll your child(ren) at ISM for the coming 2009-10 academic year. *[Note: Page 2 of the attachment is a SAMPLE page to assist with completing the form.]*

This information will be directly used to support our annual application to the Monterey Peninsula Unified School District (M.P.U.S.D.) requesting "reasonably equivalent school facilities", which, by law, the District is required to provide charter schools within its district. The manner in which they determine their legal obligation is based on the total number of "in-district" students, meaning those students who live within the confines of the M.P.U.S.D. So, it is especially critical for all students whose "home district" is M.P.U.S.D. to complete this form by the deadline of next **Friday, September 26th.**

We are asking that the form also be completed by those of you who do not reside with the boundaries of the M.P.U.S.D. as your feedback is needed to determine the overall number of openings for the lottery conducted in early February. Your response to this form is also needed no later than next **Friday, September 26th.**

We traditionally capture "intent to return" information from each family in December; however, this year it is being combined with our Proposition 39 Facilities Request application to M.P.U.S.D., so your early cooperation is a must. *This is an information collecting process and your response is not considered to be a binding contract to return to ISM as we know situations may change over the course of the year.*

Any parent / guardian concerned about providing the information requested in this form, which for in-District students will be submitted to M.P.U.S.D, is asked to contact either Executive Director Lou Perske at lperske@ismonterey.org, Operations / HR Manager Lisa Griffin Burns at lburns@ismonterey.org, or Office Administrator Karen Kushel at kkushel@ismonterey.org OR call the front office at (831) 583-2165.

Regards,

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