



101 Oak Street • Kaukauna, Wisconsin 54130-2186

<http://kaukauna.k12.wi.us>

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**Parents/Guardians –  
Please review the River View Course Description Packet  
accompanying this letter with your son/daughter  
and complete online registration together  
as described in the attached paperwork by December 15<sup>th</sup>.**

November 2010

Dear Parents/Guardians,

With the half way point of the year around the corner, it is time to start thinking about next school year. Here is a summary of the process for all students currently in 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> grade.

- During November we will begin meeting with all current 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> grade RVS students to distribute 2011-12 scheduling materials. During our conversations with students this letter and accompanying documents were distributed. We discussed the forms and explained how to complete scheduling online. We have asked students to bring their scheduling information home for you to see and discuss so you are aware of which classes they are requesting and can help them if they have questions. **The course description booklet which contains course offering information can be found in the “documents” section on our websites listed below.**

Entering grades 7 & 8 <http://www.kaukauna.k12.wi.us/schools/rvms>

Entering grade 6 <http://www.kaukauna.k12.wi.us/schools/rvis>

- After reviewing the course description book with your son/daughter, **complete the appropriate course request form** included on the back of this letter or print a new one from the course description booklet on our school website.
- Using the completed form, **enter course requests through online registration** on/before Sunday, December 12. The instructions for completing online registration are attached.
  - *Students / families are welcome use a computer in the school computer lab, the River View library, or in their homeroom classroom to complete online registration.*
- We will meet with students December 13<sup>th</sup> – December 23<sup>rd</sup> to verify the course requests made.

If you have other questions regarding the scheduling process feel free to contact Dan Joseph (7<sup>th</sup>/8<sup>th</sup>) or Stacy Knapp (5<sup>th</sup>/6<sup>th</sup>).

Sincerely,

Dan Joseph  
7/8 Principal

Stacy Knapp  
5/6 Principal