

February 10, 2020

ATTN: Parents of Rising 6th Graders:

I wish this process could be simpler. Please read over the directions carefully and take note: ALL CRF cards are due back no later than **Wednesday, March 3rd**. If I do not receive a CRF card back by that date, I will complete your 5th grader's CRF card for Gunston Montessori and submit.

All MPSA students are automatically accepted into Gunston Montessori Middle School. This week all 5th grade students will complete a CRF (Course Request Form) card for Gunston Montessori Middle School and will be bringing it home for you to check, sign and return to the school counselor.

If you do not want your 5th grader to attend Gunston Montessori Middle School, please refer to the exceptions below and follow that which applies to your situation.

A. Opting for your neighborhood school (within your boundary) that is NOT Gunston:

Please return the CRF card that was brought home with this letter stapled to it. Complete the following:

Next year, _____
(name of student)

will be attending their neighborhood school _____.
(name of school)

I am asking that the school counselor send home the CRF (Course Request Form) for my 5th grader's neighborhood school and I will check, sign and return it to the school counselor by **March 3, 2020**.

B. Opting for a neighborhood school outside of your boundary:

Enrollment of transfers is limited, so please: check, sign and return the Gunston Montessori form regardless of your intention. Attach this form with the following completed:

Next year, I would like

(name of student)

to attend _____
(name of school)

I am returning the Gunston Montessori CRF card with my signature to the school counselor along with this form. I understand that I need to notify the school counselor if my 5th grader is accepted at the optional school, so that she can send home the correct CRF card for me to check, sign, and return to school by **March 3rd**.

More on the back :)

C. Opting for Spanish Immersion at Gunston or HB Woodlawn (Please check one):

_____ My 5th grader has already been notified of acceptance at HB Woodlawn and will be attending there next year. I do not have to return the CRF card, but am returning this form, so that the school counselor knows which middle school my 5th grader will attend.

_____ I am returning the Gunston Montessori CRF card with my signature to the school counselor along with this form. I understand that I need to notify the school counselor if my 5th grader is accepted to the Gunston Spanish Immersion program. She, in turn, will notify the counselor and registrar at Gunston, so that they can make the appropriate change on the CRF card.

A NOTE of Explanation: CRF forms need to be completed ahead of notification of acceptance dates because of providing adequate staffing in the middle schools for next year. That is why you are being asked to check, sign, and return the Gunston Montessori CRF cards regardless of whether you are waiting to hear from an optional school or not.