



## James I. Gibson Elementary School

271 Leisure Circle, Henderson, NV 89074

Phone: 702-799-8730 Fax: 702-799-0791

Kristian Ryerson, Principal  
Jill Keith, Assistant Principal

April 16, 2020

Dear Families,

It's time to register your child(ren) for the 2020-2021 school year. This letter includes important instructions for registering your child(ren). Please read it carefully. **All students must be registered through the Infinite Campus system.** You can access the system through the District's website at [www.ccsd.net](http://www.ccsd.net). Please remember that children must be registered each year. **Again, students WILL NOT be assigned to a class until you have registered on Infinite Campus.**

If you currently have a student enrolled at Gibson Elementary and are having trouble logging in to register your child, please email our school clerk, Dolores Del Rio at [delrid@nv.ccsd.net](mailto:delrid@nv.ccsd.net). You will need to send an electronic copy of the Primary Parent's identification card within your email to Mrs. Del Rio so she can assist you. If you are new to Gibson ES, and are having trouble registering your child on the Infinite Campus system, you can call 702-799-7678. Mrs. Del Rio works all day verifying registration so she is able to assist during normal business hours (7 am - 3:30 pm). Please keep in mind that she is assisting over 500 families and know she will get back to you within 24-48 hours of your initial request.

**In addition, once "Stay at Home Orders" are lifted, the following documents must be submitted to the office:**

1. Completed Application/Registration on Infinite Campus (online)
2. Teacher Request Form—Optional
3. Proof of Residency—Current month utility bill (electricity, gas, water, trash only) or lease\*  
(\*If different from current year or if you are new to the District)

If you are applying for a **Zone Variance** and/or are using a **Residential Affidavit**, and did not return this to the school prior to the closures, you must email a scanned copy of the document to our school clerk, Dolores Del Rio. Her email address is [delrid@nv.ccsd.net](mailto:delrid@nv.ccsd.net). **Please note:** Forms will not be accepted after **Wednesday, May 20, 2020**. Zone Variance and/or Residential Affidavits **must be renewed each year—no exceptions**. Copies of these forms are available on our school website under Registration Information. Submission of the form is not a guarantee that it will be approved. Parents will be notified by US mail during the month of July if the zone variance request/residential affidavit is approved or denied. If parents do not complete the renewal process for a Zone Variance or a Residential Affidavit, we will withdraw the student, and the family must then register the child at his/her home school for the 2020-21 school year.

Due to Stay at Home orders, our school team is analyzing the practicality of completing teacher requests. Further information will be coming soon. In any case, Online Registration on the Infinite Campus system must be completed first.

Sincerely,

Kristian Ryerson, Principal