

Title: Admission and Enrollment Policy 05-06.

Control Information

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Owner/Curator	Sue Shackelford
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Admission and Enrollment Policy- School Year 2005-06

Phased Enrollment - Deadlines for School Year 2005-06: The Board has elected to conduct up to three (3) series of open enrollments for the upcoming school year. The first phase of enrollment shall begin on March 1, 2005 for admission in the following September. The deadline for first- phase enrollment is March 31, 2005. The opening and closing dates for the second phase will be April 1, 2005 through April 15, 2005. The third phase, if conducted, shall be April 16, 2005 through April 30, 2005. The Board will determine if the second and third phases will be conducted upon completion of the first phase, depending on available spaces. If at any time you decide you are not going to send your student to the BCS, please notify us in writing. In order for us to give your enrollment placement to another student, we need to have a release from the parents holding that position.

The Board will establish caps for each grade in January of each year based on the number of grades in each classroom, the number of classrooms available and finances to hire teachers. For school year 2005-06, the Board has set the following student caps:

Kindergarten:	15 students
First Grade:	15 Students
Second Grade:	15 Students
Third Grade:	15 Students
Fourth Grade:	15 Students
Fifth Grade:	15 Students

First Phase: For the first phase of enrollment, if the number of applications received for any grade is fewer than the maximum number of openings for that grade, then all applications for that grade will be accepted and the remaining openings will be available for phase two enrollment. If the number of applications for any grade exceeds the number of openings, then enrollment for that grade will be made by lottery (see below).

Second and Third Phases: If BCS receives fewer applications than the maximum number of students allowed for any grade, then the school will set a second enrollment application deadline. The admissions process for each grade will be the same as with the first phase, but will apply only with respect to openings not filled during the first phase. If necessary to fill available seats in any grade, or to create a waiting list, a third enrollment phase may be conducted.

Conclusive Enrollment: Acceptance for enrollment in any phase shall be final and unaffected by applications filed in any subsequent phase.

Dual Admission Status: BCS does not permit dual admission of any student at both BCS and another public school or non-public school.

Lottery: Within a given phase, if more students apply for any grade than can be accommodated, admission will be based on an equitable lottery conducted by BCS under the following principles:

Equitable Principles: Lottery selection is guided by recognizing the following order of priority for admission: (1) students (including non-resident students) who were enrolled at BCS in the previous year; (2) siblings of students who were enrolled at BCS during the previous year and will be returning to BCS for the current year; (3) students who were on a waiting list in the previous year and have re-applied for admission without regard to resident status; (4) students who reside within the boundaries of the District but are not eligible under categories 1 through 3; and (5)

non-resident students who are not eligible under categories 1 through 3. The foregoing priority levels shall be applied at each phase of enrollment, with students within each level being selected, if necessary, by random lottery.

Waiting Lists; Filling Vacancies: At any phase of enrollment, applicants who cannot be accommodated for admission may be placed on a waiting list. During the ensuing school year, any vacancy which occurs shall be filled first from the waiting list, according to the same preferences as applied to the original lottery, and, after exhaustion of the waiting list, new applications may be considered, on a first-come, first-served basis.

Non-resident Students: To the extent permitted by this Charter and State law, a non-resident student admitted to BCS will have the same enrollment preferences (including sibling enrollment preferences) as a student who resides within the boundaries of the District, and shall not be dropped from the BCS enrollment for any reason related solely to his or her place of residence or to a change in his/her place of residence.

Bethany Charter School

Admission and Enrollment Policy Timeline:

January: Establish *Grade Caps* for following year.

March 1st through March 31st: First Phase enrollment - Current students and their siblings

April 1st through April 15th: Second Phase enrollment - Students who reside within the boundaries of the Silverfalls School District.

April 16th through April 30th: Third Phase enrollment - Non-resident students.

1st Monday in May: Conduct Lottery.

BCS will host an Open House for everyone in April. This will be a time that both current students and families will have a chance to visit and share their experiences with others, to view projects by students and meet new and prospective students and their families. This evening event will also include a Kindergarten Introduction, a presentation of current student projects, a tour of the school and a chance to fill out enrollment forms.

Adopted June 6, 2005