INDEPENDENT SCHOOL DISTRICT 283

SECTION/FILE _____545_____   **DATE OF ADOPTION** October 28, 2002
                                                 REVISED _____2.26.07; 3.08.10_____

TITLE Park Spanish Immersion Admissions Policy_____

PROCESS for ADMISSION into Kindergarten:

1. The total number of seats available for students entering kindergarten will be 84.
    However, the final number of seats will be determined on an annual basis by the Superintendent, as exceptional circumstances may dictate.

2. In addition to those seats, 4 will be designated for students in the Choice is Yours Program,
    thus bringing the total number to 88).

3. **Designated Seats Lottery**. From the 84 seats, a total of 20 seats will be designated for students eligible for federal free or reduced lunch subsidy.

    Students will submit applications for admission by [T.B.D.][1] (see definition). If more than 20 students apply, they will be selected to fill the designated seats in a computer generated lottery process prior to Kindergarten round up. If more than 20 students apply for admission, those not admitted will be considered for admission under paragraph 6a and, if not selected, are wait-listed as described in paragraph 7. If less than twenty (20) students apply, any seats that remain unfilled in the initial lottery will be filled as applications are received and held open until two (2) weeks before kindergarten starts.

4. **Admission for Siblings**[2] (see definition). From the remaining seats, the administration will admit siblings of resident students currently enrolled, if the sibling has applied by [T.B.D.][1]. If there are more siblings than seats available, the administration will conduct a computer-generated lottery to determine which siblings will be admitted. Any siblings not admitted under the computer generated lottery process will be wait-listed as described in paragraph (7).

    The Board will annually review the sibling enrollment numbers to ensure that the preference is not unduly impacting the ability of new families to enroll in the school. The Board may change the policy if it determines that the preference does unduly impact ability of new families to enroll. The sibling preference provision is terminated for families that do not live within the district boundaries or when the family of children enrolled through the Minnesota Choice is Yours Program moves outside of Minneapolis.

5. **Enrollment Options students**. A certain number of kindergarten seats will be held open for students who apply for open enrollment under Minn. Stat. §124D.03. The number of seats to be held open will be determined each year by calculating and applying the lesser of the following:

    a. 1% of the total enrollment of Kindergarten students in the District, or
    b. The number of district residents in Kindergarten enrolled in a nonresident district under open enrollment. Siblings[2] of existing PSI students will be given preference for the enrollment option seat. If there are more applications received under MN Statute §124D.03 than seats available, the administration will conduct a computer generated lottery to determine which student(s) will be admitted. Any student not admitted will be included in 6b applications.

6. **General Lottery**.

   a. Applications from resident students in addition to those described in paragraph 4. After the seat allocations under paragraphs 3-5 above have been made, the administration will determine the remaining number of seats. For any remaining seats, a computer-generated lottery will be held on [T.B.D.]. by the district's central registration office, the Park Spanish Immersion principal and district administration. Students to be admitted will be selected in a computer generated lottery from applications that were submitted by [T.B.D.][1]. If there are more applicants than seats available, students will be wait-listed as described in paragraph 7.

   b. Applications received from students described in paragraph 5 but not previously admitted. If there are seats remaining after the computer generated lottery described in paragraph 6.a, the remaining seats will be filled from a computer generated lottery selection process for students not admitted under paragraph 5. These applications must have been received by the date under Minn. Stat. §124D.03.

7. **Wait List**. The computer-generated waitlist of students from 6a (St. Louis Park residents) will be given priority over the computer-generated waitlist of students from 6b (open enrolled). Seats that become open during the applicant's kindergarten or first grade year will be filled from the wait list in the order the names appear on that wait list, with priority given to those who reside in St. Louis Park, subject to the requirements of the lateral admissions paragraph. The wait list will be maintained only until the end of the applicant's first grade year.

8. **Families who move**.
   • St. Louis Park resident students who are attending PSI before the family moves out of the district boundaries may remain at the school.

   • Students who are open-enrolled and are attending PSI may remain at the school if their family moves to another school district.

   • Incoming St. Louis Park resident kindergarten students who have attended school before their family moves out of the district may remain at the school.

   • Incoming kindergarten students enrolled through the Choice is Yours Program who have attended school before their family moves out of Minneapolis may remain at the school.

PROCESS FOR LATERAL ADMISSIONS.

1. **If seats become available during the applicant's Kindergarten or first grade year.** Students whose names appear on the wait(s) list under paragraph 7 will be assessed in the order their names appear on the wait list(s) to determine whether their Spanish language skills are sufficiently developed to enable them to participate meaningfully at the appropriate grave level.

2. **If seats become available in grades Kindergarten to 5th grade, after conducting the assessments under paragraph 1.** Resident students entering Kindergarten to 5th grade who wish to be considered for admission to Park Spanish Immersion must apply for admission no later than the [T.B.D.][1] day of school for that year. Non-resident students seeking lateral admission will be considered in accordance with the open enrollment requirements of Minn. Stat. §124D.03. A computer-generated lottery will be held for each grade level to determine the order in which students will be assessed. After the list has been established, students will be individually assessed in the order the students' name appears on the computer-generated list, to determine whether their Spanish language skills are sufficiently developed to enable them to participate meaningfully at their grade level.

   Administration will submit an enrollment report to the Board by June 30th of each year.

DEFINITIONS: