

**ADMINISTRATIVE POLICIES OF THE
MILWAUKEE PUBLIC SCHOOLS**

**ADMINISTRATIVE POLICY 8.10
SCHOOL ADMISSIONS**

(1) GENERAL PRINCIPLES

(a) Generally, each school under the jurisdiction of the Board shall be open to all persons of school age residing within the school district; thus, all students who live in a school's attendance district with parents or a legal guardian shall be admitted to the school without payment of tuition. Proof of residency or legal guardianship may be required by the superintendent.

(b) Students are admitted to the schools of their choice through a random selection process during the specified school-selection period. Admission to a chosen school is contingent upon availability of seats. Outside of the specified school-selection period, students are admitted to schools on a first-come basis for available seats. For select school programs, students may apply using the admissions process outlined under section (7) below.

(c) Evidence of immunizations shall be presented in accordance with law.

(d) Every student attending the public schools shall be enrolled on the records of the school under the proper given name and surname of the student at the time of birth, or as the given name or surname has been changed by a court of competent jurisdiction in any action, adoption proceeding, or other proceeding.

(e) As necessary, admission requirements for summer, adult, vocational, or other special schools shall be developed by the Administration and submitted to the Board for its consideration and action.

(2) FIRST-GRADE ADMISSIONS

Wisconsin Statutes do not require enrollment in five-year-old kindergarten. Wisconsin Statutes do, however, require the completion of five-year-old kindergarten as a prerequisite to enrollment in first grade in a public school unless the child meets one of the following exemptions:

- (a) a report card that verifies successful completion of a five-year-old kindergarten program at an accredited school;
- (b) a written request for exemption by the child's parent/guardian and an approval by a MPS school or district administrator;
- (c) a signed letter on school letterhead from an accredited school stating that the child has successfully completed a five-year-old kindergarten program;
- (d) the child's having moved into Wisconsin from a state, country, or territory in which completion of five-year-old kindergarten is not a prerequisite to entering first grade; or
- (e) before either commencing or completing first grade, the child's having moved into Wisconsin from a state, country, or territory in which completion of five-year-old kindergarten is a prerequisite to enter in first grade, and the child's having been exempted from the requirement to complete five-year-old kindergarten in the state, country, or territory from which the child moved.

(3) SIBLING PREFERENCE

(a) Sibling preference shall be given prior to random selection. Random selection of siblings shall occur if there are more siblings than there are available seats. For purposes of receiving sibling preference for admission purposes only, a "sibling" shall be considered a brother, sister, half-brother, or half-sister.

(b) In addition, whenever a student resides in a household with an adult other than a parent, that student shall be treated as a sibling of all other children in the household. Residing in a household

with an adult other than a parent means that the child is living in a household for a primary purpose other than to receive an education in the Milwaukee Public Schools.

(4) VERIFICATION

It shall be the responsibility of the parent/guardian to identify the sibling for sibling preference. The parent/guardian must indicate on the application the name and birth date of the sibling at the school being requested. Sibling preference does not apply if the sibling currently attending the school being requested is at the school's top grade. Sibling preference applies only to appropriate school requests.

(5) TWINS OR OTHER MULTIPLE BIRTHS

In situations involving twins or other multiple births in which one is accepted to a school during the random-selection process and the other(s) is/are placed on a wait list via random selection for the same school, that school must also accept the other child(ren) from its wait list.

(6) EARLY CHILDHOOD PROGRAMS

If a three- or four-year-old child is accepted to a school during the random-selection process, and a four- or five-year-old sibling (who has not previously had a school assignment) is placed on a wait list via random selection for the same school, that school must also accept the older sibling from its wait list.

(7) ADMISSIONS PROCESS

(a) Certain high-school programs have been authorized to develop admission standards based on attendance, behavior, academic achievement, and demonstrated interest in the school's mission and specialties. Certain middle schools may implement an application process based on attendance, behavior, academic achievement, and demonstrated interest in the school's mission and specialties.

(b) In applying these standards, the school shall not discriminate on sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability. The school shall identify race-neutral criteria for admission to the school.

(c) Any school with federal magnet-school-designation programs shall identify race-neutral criteria for admission to the school and then conduct a lottery for all qualified applicants.

History: Codified 1976, 1980, 1982, 1995; revised 11-30-94, 8-27-97; 02-23-06, 02-26-13

Previous Coding: Admin. Policy JEC, prior to May 1995; Admin. Policy 10.10, May 1995-August 1996

Legal Ref.: W.S. 119.18(9), 119.24(1), 121.77, 118.33 (6)(cm)

Cross Ref.:

Bd. Gov. Policy	BG 4.16,	Admission of Students Expelled from Other School Districts
	BG 4.17	Reinstatement of Suspended Students
Admin. Policy	2.13	Relations with Other Schools and School Districts
	8.03	School Attendance Areas
	8.08	Entrance Age
	8.11	Admission of Nonresident Students
	8.35	Inoculation of Students

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