



900 ENROLLMENT

I. PURPOSE

The purpose of this policy is to ensure the practice of a fair and equitable enrollment process at Spero Academy that is in accordance with Minnesota State Statutes.

II. GENERAL STATEMENT OF POLICY

- a. Spero Academy is a public charter school. Enrollment policies comply with the admission requirement of Minn. Stat § 124E.11 or its successor statute. Enrollment in Spero Academy is open to all students, without regard to race, color, creed, religion, national origin, sex, age, marital status, status with regard to public assistance, sexual orientation, disability, or any other factors including intellectual ability or measures of achievement or aptitude.

- b. Definition of Enrollment:

A student is considered enrolled in Spero Academy when the student's name has been selected as set forth in this policy.

- c. Enrollment Process:

- i. Available Enrollment Capacity:

The Board will determine the enrollment capacity for each year based on anticipated capacity within each grade level and within each program.

- ii. Application for Admission:

Spero Academy allows an on-line enrollment application or a paper enrollment application for potential students. All applications are date stamped.

Applicants to Spero Academy must apply for a specific grade, and must supply the information requested on the Admission Application during the enrollment period. The enrollment period for a school year falls between July 1 and the last day of February of the prior school year. Admission Applications may be submitted via electronic submission, in

person, or by mail. Enrollment closes at midnight the last day of February.

iii. Enrollment Preferences:

Spero Academy will comply with Minn. Stat § 124E. 11(c) and shall give enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents.

iv. Enrollment Eligibility:

Spero Academy follows Minn. Stat § 120A.20(b) and

- a. will not accept students into a Kindergarten class unless they are at least five years of age on September 1 of the calendar year in which the school year for the pupil seeks admission commences;
- b. will not accept a first grade student, unless the pupil is at least six years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences or has completed kindergarten.

v. Enrollment Limitations:

Spero Academy Enrollment limitations comply with Minn. Stat § 124E.11 subd.(a)3. The Spero Academy Board of Directors has determined that only current residents of Minnesota may be included in the lottery.

d. Lottery Procedures:

If the number of applications received during the open enrollment period exceeds the available enrollment capacity as established by the Board and all Preferred Applicants have been admitted, then a general lottery will be held within one week after expiration of the enrollment period. All applications for each such grade(s) from current residents of Minnesota received before the expiration of the enrollment period are included in the general lottery. Applicants may only apply for admission into the one grade/class level and program into which the applicant will matriculate the next school year.

Spero Academy conducts all lotteries through a method of random selection.

Students are admitted to the school in the order in which they are numbered in the lottery in accordance with Minn. Stat § 124E.11(b).

e. Waiting List:

There are two waiting lists: (a) a waiting list for preferred applicants, and (b) a general applicant waiting list.

Preferred Applicants are admitted to available spaces in the order in which applications were received by the school. If there are no applicants on the preferred applicant waiting list, students from the general waiting list are admitted to available spaces in the order in which the application was received by the school.

The general waiting list does not carry over from year to year.

A student may simultaneously be on two separate waitlists for two separate academic years, i.e. if a student is not accepted by July 1 of any year, that student can re-apply to Spero Academy for the next academic year without giving up his/her position on the current academic year waitlist.

The school board reserves the right to close admission in accordance with Minn. Stat § 124E.11.

f. Accepting and Confirming Enrollment:

Students are offered admission or notified of their status on the waitlist by letter. Submitting an application to Spero Academy will not take a student out of their current school enrollment until registration is completed. The student's current school will not be notified until Spero Academy receives an acceptance of an offer of admission.

A student must return the Spero Academy enrollment form by the deadline specified in the Offer of Admission letter. Once the acceptance of enrollment form is received by the school, the student is considered enrolled in Spero Academy.

If Spero Academy does not receive a response of acceptance by the specified deadline, the student is placed at the end of the wait list.

g. Rejection of Enrollment:

If a family declines admission to Spero Academy after an offer of admission is made, the student's name will be removed from the waitlist. If a family declines admission and then chooses to reapply, the enrollment period criterion applies and the student will be considered for admission for the next academic year.

Legal References: *Minnesota Statute Section 124E.11 Admission Requirement and Enrollment*
Minn. Stat. Section 363.13 Human Rights-Educational Institution
Minn. Stat. Section 363A.14 Human Rights-Aiding and Abetting and Obstruction
Title VI of the Civil Rights Act of 1964
Title IX of the Education Amendments of 1972
Section 504 of the Rehabilitation Act of 1973
Title II of the Americans with Disabilities Act of 1990
Part B of the Individuals with Disabilities Education Act (IDEA)