

INDEPENDENT SCHOOL DISTRICT 283

SECTION/FILE 545 DATE OF ADOPTION October 28, 2002
REVISED 2.26.07

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. (In addition to those seats, 3 will be designated for students in the Choice is Yours Program, thus bringing the total number to 87.) However, the final number of seats will be determined on an annual basis by the Superintendent, as exceptional circumstances may dictate.
2. **Designated Seats Lottery.** From the 84 seats, a total of 20 seats will be designated for students residing in census tracts that reflect the greatest percentage of low-income students as determined by the administration.

Students in each of those areas will submit applications for admission by [T.B.D.]¹ (see definition). Students will be selected to fill the designated seats in a blind lottery process. If more than 20 students apply for admission, those not admitted will be considered for admission under paragraph 5.A or waited-listed as described in paragraph 6 (whichever is applicable).

3. **Admission for Siblings**² (see definition). From the remaining seats, the administration will admit siblings of 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 blind lottery to determine which siblings will be admitted. Any siblings not admitted under the blind lottery process will be waited-listed as described in paragraph 6.

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 prospectively if it determines that the preference does unduly impact ability of new families to enroll.

4. **Enrollment Options students.** A certain number of kindergarten seats will be held open for students who timely 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.

5. General Lottery.

- a. Applications from students other than those described in paragraph 4. After the seat allocations under paragraphs 2-4 above have been made, the administration will determine the remaining number of seats. For any remaining seats, a general lottery will be held on [T.B.D.]¹. Students to be admitted will be selected in a blind lottery drawn randomly 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 6.
 - b. Applications received from students described in paragraph 4 but not previously admitted. If there are seats remaining after the general lottery described in paragraph 5.A., remaining seats will be filled using a blind lottery selection process from among the names of students not admitted under paragraph 4. These applications must have been received by the date under Minn. Stat. §124D.03.
6. **Wait List.** If, after following the processes described in paragraphs 2-5, there are more applicants than open seats remaining, students' names will be selected for placement on a wait-list using a blind selection process. 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.

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 list under paragraph 6 will be assessed in the order their names appear on the wait list to determine whether their Spanish language skills are sufficiently developed to enable them to participate meaningfully at the appropriate grade level.
2. **If seats become available in grades Kindergarten to 6th grade, after conducting the assessments under paragraph 1.** Students entering Kindergarten to 6th 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. A blind 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 blind lottery 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:

¹ Date to be determined on an annual basis.

² Sibling is a brother or sister of a student enrolled at Park Spanish Immersion in grades K-5, at the time the child makes application.