

536 LOTTERY POLICY FOR CHARTER SCHOOL ADMISSIONS

I. PURPOSE

The purpose of this policy is to establish the process Wolf Creek Online High School will use to admit students when the number of timely applications exceeds the available capacity of the school or grade level. This policy ensures that student admissions are conducted in accordance with Minn. Stat. § 124E.11.

II. APPLICATION DEADLINE

- A. The Board of Directors will establish an annual application deadline for enrollment for the upcoming school year.
- B. The application deadline, lottery date (if required), and enrollment procedures will be publicly posted on the school's website and communicated to families through school communications.
- C. Applications submitted during the open enrollment period and before the published deadline are considered timely applications.

III. ADMISSION WITHOUT LOTTERY

If the number of timely applications does not exceed available capacity at the school or grade level, all eligible applicants will be admitted.

IV. LOTTERY REQUIREMENT

- A. If the number of timely applications exceeds available capacity, the school will conduct a public lottery to determine admission.
- B. The lottery will be conducted in a fair and transparent manner and may occur during a publicly noticed meeting of the Wolf Creek Online High School Board of Directors.
- C. The School Director, Registrar, and a member of the Board of Directors will oversee and certify the lottery process.

V. ENROLLMENT PREFERENCES

- A. Before selecting students through the lottery, the school will apply enrollment preferences required or permitted by Minn. Stat. § 124E.11.

- B. Enrollment preferences
 - i. Minnesota resident students shall receive enrollment preference over nonresident students.
 - ii. Siblings of enrolled students
 - iii. Foster children of the parents or guardians of enrolled students
 - iv. Wolf Creek Online High School may give enrollment preference to children of eligible school staff, provided the staff member is employed at the school for at least 480 hours during the school calendar year.
- C. All applicable enrollment preferences will be applied prior to the lottery selection process.

VI. LOTTERY PROCEDURES

- A. Each eligible applicant will be assigned a number.
- B. Numbers will be randomly drawn to determine admission and waitlist order.
- C. Students selected through the lottery will be offered admission until available capacity is reached.
- D. Applicants not selected through the lottery will be placed on a waitlist in the order determined by the lottery draw.

VII. WAITLIST PROCEDURES

- A. If seats become available after the lottery has been conducted, students will be admitted from the waitlist in the order established by the lottery.
- B. Applications received after the annual application deadline will be placed at the end of the existing waitlist in the order they are received.
- C. Waitlists apply only to the school year for which the student applied. Applicants who remain on the waitlist at the end of the school year must submit a new application during the next open enrollment period to be considered for admission.

VIII. NON-DISCRIMINATION

Wolf Creek Online High School will not limit admission based on intellectual ability, measures of achievement or aptitude, athletic ability, disability status, or any other criteria inconsistent with Minn. Stat. § 124E.11.

Legal References: Minn. Stat. § 124E.11 - Admissions Requirements and Enrollment for Charter Schools