

Lottery and Enrollment Policy

The LCS lottery and enrollment policy will meet all requirements of Colorado Revised Statute 22-30.5-104 (3). The School will ensure equal access and serve at-risk students (such as disabled, ELL, low-achieving students, etc.). The lottery and enrollment policy will be consistent with federal law as specified in Title V, the charter school start-up funding legislation. LCS shall comply with all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, or need for special education services.

Parents/guardians should carefully review the LCS Charter, Parent and Student Handbook, and Curriculum to ensure they value the school's philosophy and educational offering prior to enrolling their children.

Lottery Process

Vacancies exist whenever the number of students enrolled in a class is below that class's capacity. LCS will generally fill vacancies through the first semester. The LCS Board is ultimately responsible for determining both building and class capacity. As vacancies occur, those vacancies will be filled using a lottery system. The following lottery enrollment process will be implemented:

Potential students, whose parent/guardian has submitted the required documentation, may be added to the lottery pool at any time during the year. Once documented in the lottery process, potential students remain in the lottery until either drawn or have submitted a request to be removed. As vacancies occur, parents/guardians of randomly selected students will be offered openings. If a parent/guardian does not elect to enroll when offered an opening, the student's name will be removed from the lottery list. Once enrolled, students may continue in enrollment from year to year, provided that parents/guardians of currently enrolled students reaffirm their desire to have their student attend LCS during each subsequent school year by submitting required documents as determined by the Registrar. Priority for enrollment will be given in the following order:

- Children and grandchildren of LCS Founding Members.
- Children of founding families, who served 100 or more hours prior to the first lottery (May 2, 2011)
- Children or grandchildren of active staff members (including those staff members that serve as guardians). (Staff members must complete a full year of service with LCS to continue their student's enrollment at LCS. In the event that this requirement is not met, the student(s) will be placed in the lottery during the open enrollment period, at the guardian's request).

- Siblings of currently enrolled students are automatically enrolled (per acceptance from the parent/guardian) and not subject to the lottery. Should a spot not be available, that sibling will be placed on the sibling queue.
- Children of graduates of Loveland Classical High School.
- Students on the lottery list residing within the Thompson School District whose parent or guardian **has** attended an informational meeting.
- Students on the lottery list residing within the Thompson School District whose parent or guardian **has not** attended an informational meeting.
- Students on the lottery list residing outside of the Thompson School District whose parent or guardian **has** attended an informational meeting.
- Students on the lottery list residing outside of the Thompson School District whose parent or guardian **has not** attended an informational meeting.

The date of the initial lottery was May 2, 2011. Future lottery dates will be held as defined in the school's charter contract with the district. Parents/guardians of students in the lottery pool may be contacted in advance of the lottery to determine if they remain interested in enrollment. If not, their names will be removed from the lottery.

Financial contributions do not bear any weight on the lottery. No money has ever been accepted, and never will be, in exchange for lottery priority.

Enrollment for Kindergarten students is dependent upon the age criteria for placement as determined by Colorado law and the funding of students.

For students with IEPs who are successful in the lottery, the School will request and arrange an immediate IEP Team meeting within three weeks from when the student is chosen in the lottery. The IEP Team shall determine whether the student can receive a free appropriate public education (FAPE) at LCS. If the IEP Team determines that a FAPE cannot be provided, or is otherwise unable to agree, the student's placement shall be determined as provided by special education law.

The Registrar or a designated LCS employee must receive completed enrollment paperwork by the date agreed upon or the student may lose placement in the school. Any dishonest representation of grades or transcripts may also result in the student losing placement. Completed enrollment forms must be received prior to attendance. All new students in grades 6-12 must also submit either a final report card or a complete transcript prior to attendance. Enrollment is contingent on transcripts and other information confirming that the student is appropriately enrolled in the grade for which the parent/guardian applied.

Student fees are non-refundable.

Upon request of records by another school for a current LCS student, accompanied by an enrollment form signed by the parent of record, LCS will vacate the enrolled student's seat. This seat will be filled through the process outlined above. If a record request is received without a

signed enrollment form, the parent of record will be contacted by a designated employee of LCS to determine the origin/intent for the request. If LCS is unable to reach the parent/guardian, the Principal will use his/her discretion on whether or not to vacate the seat.

Part-time Students

Part-time students must come to the school at a specified time and leave the school upon completion of their last course for the day. These students may not come and go due to the closed campus. Part-time students are not eligible for the honor roll, all-school awards, or school scholarships.

Part time students will be granted enrollment as follows, space permitting:

- K-5 may not attend LCS.
- Middle and High School Students may enroll in any available course.

Enrollment of Expelled Students

Students expelled for drugs or violence will not be admitted to LCS during the time of their expulsion. All other expelled students and students who have engaged in behavior during the preceding twelve months in another district that was detrimental to the welfare and safety of other pupils or school personnel will be evaluated on a case-by-case basis. The Principal will participate in the decision.

Parents/guardians will be notified of the availability of enrollment openings in LCS. Postings will include bilingual information.

This lottery process is subject to change.

LCS Policy Adopted: April 18, 2011

Amended: June 6, 2011

Amended: July 18, 2011

Amended: February 2, 2012

Amended: July 12, 2012

Amended: December 13, 2012

Revised: December 15, 2016