

LOTTERY POLICY

California Pacific Charter Schools (“CPCS” or the “Charter School”) adopt this Lottery Policy to apply to all enrollment procedures and admission preferences in the charter schools it operates.

In the event that the number of students seeking admission to any school exceeds that school’s capacity by grade level, a lottery will be held for the impacted school, with the exception of existing students, who are guaranteed admission in the following school year if they complete the re-enrollment process no later than May 15th of the current school year.

OPEN ENROLLMENT

The open enrollment window for the subsequent school year will begin no later than March 1st through March 31st. On March 31st the open enrollment window will close, and the applicant pool will be evaluated. Every effort will be made to hire enough teachers in each school and grade level to provide a placement for all students who apply prior to the open enrollment deadline. In the event that the number of students who apply during open enrollment exceeds capacity, CPCS will conduct a lottery. Applications from all students who apply after the open enrollment window closes will be held in abeyance pending available space. Subsequent, smaller lotteries will be held as needed when current waitlists have been exhausted.

LOTTERY DATE

In the event a lottery is deemed necessary, CPCS will conduct a public random drawing on or about April 15th for enrollment in the fall of that year.

PROSPECTIVE STUDENT WAITING LIST

At the conclusion of the lottery, all students who were not granted admission due to capacity will be placed on a prospective student waiting list in the order drawn. Students will be placed with a teacher in the order their name appears on the waiting list, if the Charter School has the capacity to serve the students based on the students’ grade level. This waiting list will allow students the option of enrollment in the case of an opening during the current school year. In no circumstances will a waiting list carry over to the following school year.

ADMISSION PREFERENCES

Once a student has been enrolled as a student at California Pacific Charter School, they have the right to continue there until they have completed the highest grade offered, unless the student disenrolls or is lawfully removed from the Charter School. Students who are currently enrolled at CPCS must re-commit for the following school year by completing the re-enrollment paperwork by the June 1st deadline. Failure to complete the re-enrollment process by the posted deadline

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subjects current returning students to the lottery and waitlist procedure as outlined for prospective students.

In the case of a lottery, preference shall be given to the following students in the following order:

1. Students who reside in the authorizing school district boundaries
2. Students who have siblings admitted to or attending the Charter School
3. Students who are children of the teachers and staff of the Charter School
4. All other applicants

Admission will not be based on prior student performance or academic testing. After admission, various assessments may be administered to determine the student's readiness for the grade of entrance requirements or maintenance of said grade. These instruments aid in the development of individualized learning plans for students.

CPCS and the District agree to adhere to the requirements related to admission preferences as set forth in Education Code Section 47605(e)(2)(B)(i)-(iv).

LOTTERY SPACES BY SCHOOL AND GRADE LEVEL

Lottery spaces will be pulled by grade level using SELS (School Enrollment Lottery System), purchased from 3rd party vendor. Separate lotteries shall be conducted for each school in which there are fewer vacancies than pupils interested in attending. There is no weighted priority assigned to the preference categories; rather, within each school, students will be drawn from pools beginning with all applicants who qualify for the first preference category and shall continue with that preference category until all vacancies within that grade level have been filled. If there are more students in a preference category than there are spaces available, a random drawing will be held from within that preference category until all available spaces are filled. If all students from the preference category have been selected and there are remaining spaces available in that grade level, students from the second preference category will be drawn in the lottery, and the drawing shall continue until all spaces are filled and preference categories are exhausted in the order provided above.

LOTTERY RULES

Public random drawing rules, deadlines, dates, and times will be communicated in the application form and on CPCS's website. Public notice for the date and time of the public random drawing will also be posted once the application deadline has passed. It will be completed in a physical or virtual public forum large enough to accommodate all those who wish to attend. California Pacific Charter School will take all necessary efforts to ensure lottery

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procedures are fairly executed. CPCS will also inform all applicants and interested parties of the rules to be followed during the public random drawing process via mail or email at least one week prior to the lottery date.