

## ENROLLMENT LOTTERY APPLICATION INFORMATION 2023-2024

Thank you for your interest in Shade Canyon School, a free, transitional kindergarten through second grade public charter school. Our school is guided by the core principles of Public Waldorf Education. We actively seek students and their families who will embrace our curriculum, and whenever possible, will apply its principles to their lives outside of the school. When parents, families, school staff, and community members work together in this way, students are able to receive the full benefits of this style of education, and we best achieve our school's mission to "cultivate inspired learners."

Application and admission to Shade Canyon School is open to any student residing in California who wishes to attend. Shade Canyon will accept applications for Transitional Kindergarten, Kindergarten, First, and Second Grade for the 2023-24 school year. There are 40 available spots for TK/ K combo (two classrooms of 20), 28 openings for first grade and 28 openings for second grade.

### APPLICATION CHECKLIST

- Complete the [Enrollment Lottery Application](#);
- Attach proof of residency to the Enrollment Lottery Application;
- Return the application by the deadline listed on website; Enrollment Lottery Application;
- If an offer of enrollment is received, reply within seven days.

### KINDERGARTEN AGE REQUIREMENTS

Shade Canyon offers two kindergarten programs; applicants will be entered into the lottery for the kindergarten program that corresponds with his or her date of birth.

#### **Kindergarten Programs**

#### **Date of birth**

2-year Kindergarten, including Transitional Kindergarten

June 2, 2018- April 2, 2019

1-year Kindergarten

June 2, 2017 -June 1, 2018

### LOTTERY PROCESS

If the number of students who wish to attend the School exceeds the School's capacity, enrollment shall be determined by a public random drawing (enrollment lottery). *Education*

Code Section 47605(d) (2)(A) and (B). In other words, the School does not permit selection of students based upon the order in which applications are received. "First come, first served" is not allowed. The School also generates wait lists from students not admitted through its public random drawings.

OPEN APPLICATION WINDOW: February 3 – April 11, 2023

APPLICATION DEADLINE: April 11, 2023, 12 pm

LOTTERY DATE: April 12, 2023

### **ENROLLMENT PRIORITY**

A student may qualify for enrollment priority, a condition that gives the student a higher preference for admission. The student's enrollment priority status must be indicated on the *Enrollment Lottery Application*. Enrollment priorities include:

1. Students who are children of Shade Canyon Founding Parents identified in the initial charter, teachers and staff (up to a cap of 10% of enrollment)
2. Siblings of students admitted to or attending Shade Canyon School
3. Students who are children or grandchildren of current Board members
4. Students who have been attending any grade TK-8 at a Waldorf or Waldorf-inspired school for the majority of at least one school year immediately prior to desired attendance at Shade Canyon.
5. Students who are currently enrolled in or who reside in the Kelseyville Elementary School boundaries (for purposes of the SB 740 Charter School Facility Grant Program)
6. Students who reside in the Kelseyville Unified School District
7. All other applicants

Note: If there is a change in your student's enrollment priority status before the time of the lottery, or post-lottery while on the wait list, **it is the applicant's responsibility to notify the school of that change.**

### **PROOF OF RESIDENCY**

Each applicant must attach one of the following documents with a parent/guardian name on it to the *Enrollment Lottery Application* in order for the application to be considered complete—only complete applications are entered into the public random drawing (lottery):

- Original and complete PG&E or other utility statement within past 30 days;
- Current rental agreement with landlord contact information (rental amounts may be obscured);
- Current year property tax statement (tax amount may be obscured);
- Current pay stub or bank statement showing activity within previous 30 days (financial figures and other confidential information may be obscured, but address must be apparent);
- Major credit card statement showing activity within previous 30 days (figures may be obscured, but address must be apparent);

Special cases:

Proof of residency is not required for homeless students in accordance with the McKinney-Vento Homeless Assistance Act of 1987 and *Education Code* Section 48850.

## **ENROLLMENT LOTTERY NOTIFICATION**

When the student is admitted, or, when the student is placed on the wait list, Shade Canyon School will notify parent/guardian by email and US Postal Service within two weeks of the public random drawing.

## **PROCESS FOR PARENT RESPONSE TO AN OFFER OF ADMISSION**

The parent/guardian of the successful applicant **must reply to the invitation to enroll within seven business days** of the postmark on the written notification. **If the parent/guardian does not reply by the seven-day deadline, the applicant will be considered to have “declined” and will lose his or her place in the class or on the wait list.**

Note: The parent/guardian may apply to the school leader for an exception to the seven-day reply deadline under extreme extenuating circumstances. Documentation may be required.

## **WAIT LIST RULES**

1. Wait lists are generated only from students entered into public random drawings.
2. Wait lists are established only following public random drawings.

3. Wait lists are established only after a class has reached capacity.
4. A student may be ranked on only one grade level wait list at a time.
5. Wait-listed applicants rise or fall when a higher-ranking applicant is withdrawn or added to the list.
6. Wait-listed applicants forfeit sibling preference points when the sibling withdraws from Shade Canyon School.
7. Wait-listed applicants gain sibling preference points when a sibling is admitted to Shade Canyon School.
8. When an offer of admission from the wait list is declined, the applicant is removed from the wait list.
9. Wait-listed applicants may be contacted to confirm their continued interest in staying on the wait list.
10. Wait lists **do not** carry over from year to year. Wait lists are dissolved immediately prior to the first open enrollment window for the subsequent academic year. A new enrollment lottery application may be submitted for the subsequent academic year and will be processed with all others received for the public random drawing.
11. If there is a change in the applicant's enrollment priority status, it is the applicant's responsibility to notify the school of that change with a written request and proof of changed status. The status on the wait list will be adjusted accordingly.
12. If there is a change in the applicant's contact information (telephone, email, address) it is the applicant's responsibility to notify the school of that change.