

NV 21st CCLC School Enrollment Criteria and Process (Year 1)

Introduction:

The NV 21st CCLC campuses will demonstrate the District and its partners commitment to its students and community. NV 21st CCLC will serve the students and the community through providing an engaging and academically-rich environment where students can learn, play, and explore a range of topics. NV 21st CCLC will also engage the community through the providing opportunities for enrichment to adults and families in our communities.

It is anticipated the NV 21st CCLC campuses will open as a pre K-6 school and a 7-12 school in the fall of 2018, with 10 seats available for Pre-K; 10 seat available for K; 80 seats available for grades 1-6; and 30 seats available for Grades 7 – 12. There may be additional seats added in the following years.

Enrollment Preference (projected space availability and designation of slots):

Institution Attendance Number of Available Spaces

Nestucca Valley Elementary School Grades 1-6 75 students

Nestucca Valley Elementary K – 10 Students

Nestucca Valley Jr./Sr. HS – 30 students

Nestucca Valley Early Learning Center and Head Start – 10 students

Neskowin Valley School – 5 students

Total 130

Non-discrimination in District Programs and Activities:

The District's Board of Directors is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.

Eligibility Criteria for Enrollment:

- Any student living within District boundaries and attending one of the designated institutions may apply.
- Pre k students must be 4 years of age by September 1 of the applicable school year for which they are applying.
- All applicants, not currently enrolled in NVSD, must provide the school upon admission, proof of age (*e.g.* birth certificate) and proof of residency (*e.g.* rental property contract or property tax receipt).
- All applications must include one parent/guardian signature.
- The school's enrollment policy is available on the school website and along with an enrollment application.
- All applicants not offered admission by the end of the school year, must reapply during the next school year.
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Special Education Placement Considerations:

The NV 21st CCLC campuses will offer special education accommodations in an inclusive setting. A carefully designed multi-tiered system of instructional support will be

available. This supplemental instruction will be designed to support student success in the general education curriculum. Parents must disclose their child's Individual Education Plan (IEP) or 504 plan status and the most current plan as applicable with their application. A student whose IEP states they need more extensive services than can be provided by the NV 21st CCLC campuses will be referred back to the schools that house those programs.

Enrollment and Application Process:

Applications will be available on the District website, at the District office and at each District school site, Nestucca Valley Early Learning Center, and Neskowin Valley School. Applications for enrollment will be available beginning October 1, 2018 and will be accepted through the end of the business day on October 19, 2018. Applications must be submitted in person at any Nestucca Valley School District school site and/or at the Nestucca Valley School District district office during the specified enrollment period.

If the school receives more applications than seats available a lottery shall be held. A separate enrollment lottery is held for each applicant category. All parents/guardians must complete an enrollment application in order to participate in the enrollment process.

Enrollment Priority Considerations:

There are priority categories that will be considered pending space availability:

Sibling Priority:

1. Students whose sibling(s) are currently enrolled in one of the participating institutions and has a confirmed placement at the NV 21st CCLC school for the requested school year will have priority placement, pending space availability.

Barrier to Academic Success:

2. Students with identified barriers to success including: students at risk academically, students with poor attendance, homeless or highly mobile students, students experiencing poverty, non-native English speakers, and students receiving special education services.

Teacher/Administrator Recommendation

3. Teacher and/or administrative recommendation of the student's respective institution of attendance.

Notification and Admissions Process:

The parents/guardians of the students chosen by lottery for admission to the school will be notified by mail of the results of the lottery. The letter will include steps the parents/guardians must take to enroll the child in the school.

The parents/guardians of each student selected for admission must accept the offer of admission in writing as instructed in the notification letter on or before October 26, 2018 by the end of the business day. Failure to acknowledge acceptance and confirm eligibility for enrollment will result in loss of admission.

If the parent/guardian declines the offer of admission or fails to timely acknowledge acceptance, then the student's application will be considered declined and removed from the applicant pool.

Established Waitlist and Waitlist Management:

All students that do not receive a placement during the random lottery will be placed on a waitlist to enroll should space become available. Waitlist ranking will be assigned in the order

selected. Should vacancies occur, admission will be offered to applicants on the waitlist in the order their names appear.

Students placed on the waitlist will be notified in writing of their waitlist number and the process for admitting students from the waitlist by October 31, 2018. The waitlist will be maintained by grade and enrollment category. Applicants will remain on the waitlist for the year in which the student applied for admission. Applicants who are not offered a seat during the school year are required to reapply during the next open enrollment period. If vacancies occur prior to or during the school year, parents/guardians of the waitlist applicants will be notified by phone and/or email as openings become available. Parents/guardians must accept or decline an offer of admission from the waitlist verbally or in writing within three (3) business days. If the district is unable to contact the parent/guardian regarding an open seat for admission for a student within three (3) business days, the student's application will be considered declined and removed from the waitlist and applicant pool and the next applicant's parents/guardians will be contacted from the waitlist.

Applications received after the open enrollment window has closed and/or after the random, lottery has been held will automatically be placed at the end of the established waitlist in the order they were received.