

Adopted: June 2011

PiM Arts High School Policy 505

Revised: August 23, 2022

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## 505 Admissions Policy

### I. PURPOSE

The purpose of this policy is to explain the application and enrollment process at PiM Arts High School so that families will have information to make decisions regarding their children's school attendance.

### II. POLICY STATEMENT

This policy establishes guidelines for admission into PiM Arts High School that are consistent with the admission requirements of Minnesota Statutes §124E and other applicable laws.

### III. GENERAL ENROLLMENT PROVISIONS

- PiM Arts High School is a public school and pursuant to state law, must enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of the program, class, arts area, or grade level. When that occurs, students will be accepted and admitted as further described in section IV.
- Before admitting a student on the lottery list, PiM Arts High School shall give preference for enrollment to siblings of an enrolled student and to a foster child of that pupil's parents.
- Before accepting students on the lottery list, PiM Arts High School will give preference to enrolling children of the school's staff before accepting other pupils by lot.
- PiM Arts High School shall not discriminate against any student based on race, color, ethnicity, sex, age, national origin, ancestry, religion or creed, status with regard to public assistance, sexual orientation, disability, intellectual ability, prior measures of achievement or aptitude, athletic ability, or for any other basis that would be unlawful for a public or charter school.

- PiM Arts High School shall not seek any information about any applicant that may be used to discriminate against the applicant in either school's policies or governing laws. This does not preclude the school from seeking such information for a lawful purpose about a student after the student has been admitted.

#### IV.

F. Notwithstanding any other provision of this policy to the contrary, in compliance with the requirements of the Minnesota Department of Education and with the 2011 settlement agreement in *ACLU v. TiZA, et al.* litigation, PiM Arts High School shall not select students based on religious preference.

G. PiM Arts High School will not distribute any services or goods of value to students, parents or guardians as an inducement, term or condition of enrolling a student unless required to do so by Minnesota's Pupil Fee Law.

#### APPLICATION AND ENROLLMENT PROCEDURES

- Interested families will submit applications up until the lottery application deadline established each calendar year.
- Acceptance of applications for any given school year will begin after the first day of classes during the prior school year with the enrollment period ending the second Friday in January of that prior school year.
- Once the application period is closed, if there are more applicants than spots available, all timely applications will be included in a computer-generated random lottery which preferences first the siblings of currently enrolled students, and second the children of staff members.
  - This lottery will be held no later than the first Monday after the student application deadline.
  - Written notice of the date of the lottery is included on the enrollment application form, communicated in letter form to current families, and posted on the school's calendar and website.
- In regards to any student that enrolls after the enrollment period, if there are more applicants than sport available, these students will be added to the rolling waitlist and

added to the program on a first come, first served basis, with preferences given first to siblings of currently enrolled students and second the children of staff members.

## LOTTERY

- A "sibling" is defined as a student applicant who is related to an enrolled student with the same father and/or mother either (1) genetically, or (2) through legal process, i.e., adoption, guardianship, or foster parent. Sibling preference does not apply until one of the siblings is actually enrolled.
- Once all sibling applicants and children of school staff have been placed, other applicants will be offered enrollment in their order on the non-preferential applicant waiting list determined by lottery.
- If any student, whether enrolled or on the waiting list, cancels their application or withdraws from PiM Arts High School, they shall lose their place. If they later re-apply, they shall be treated as a new applicant.
- All applicants still on a waiting list at the beginning of the next enrollment period must submit a new application for enrollment and will be subject to the enrollment process described above. The waiting lists do not carry over from year to year.

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