

**ADMISSIONS POLICIES FOR NUESTRO MUNDO COMMUNITY SCHOOL
(EXCERPTED FROM THE FINAL RENEWAL CONTRACT FEB-10-2009)**

LAY SUMMARY:

Admission preference is administered in the following order:

- (1) students in the NMCS attendance area and who are siblings of current continuing NMCS students;
- (2) students outside of the NMCS attendance area who are siblings of current continuing NMCS students (subject to final approval of a DPI waiver to MMSD & NMI);
- (3) students in the NMCS attendance area (possibly by lottery if the number of students exceeds the available spots);
- (4) students outside of the NMCS attendance area who are children of NMCS staff members;
- (5) students outside of the NMCS attendance area who are children of NMCS founders;
- (6) all other students outside of the NMCS attendance area;

**LA POLÍTICA DE ADMISIONES PARA LA ESCUELA COMUNITARIA NUESTRO MUNDO
(EL PASAJE DEL CONTRATO RENOVADO FINAL 10-FEBRERO-2009)**

RESUME DE HACER:

La preferencia de admisión está administrado en la orden siguiente:

- (1) los estudiantes en el área de asistencia de NMCS y los que son hermanos de los estudiantes de NMCS que están siguiendo en curso;
- (2) los estudiantes fuera del área de asistencia de NMCS que son hermanos de los estudiantes de NMCS que están siguiendo en curso;
- (3) los estudiantes en el área de asistencia de NMCS (posiblemente por la lotería si el número de los estudiantes sobrepasa las posiciones disponibles);
- (4) los estudiantes fuera del área de asistencia de NMCS que son hijos de los miembros del personal de NMCS;
- (5) los estudiantes fuera del área de asistencia de NMCS que son hijos de los fundadores de NMCS;
- (6) todos los demás de los estudiantes fuera del área de asistencia de NMCS

7 **The requirements for admission to the school:**

- 7.01 Because NMCS is a school of choice, participation in the dual language immersion model at NMCS is entirely voluntary. Prior to enrolling at NMCS, parents and/or guardians will be advised that continuous participation for the duration of the program is essential if their children are to realize the full benefits of the program. Upon enrollment, parents and/or guardians will be required to sign a statement acknowledging that they have been informed of the importance of continuous K-5 participation and that they understand that exiting the program prior to completion of the K-5 program will substantially affect the benefits that can be obtained.
- 7.02 The NMCS designated geographic attendance area shall be identical to the geographic attendance area of the Frank Allis Elementary School (“Allis”).
- 7.03 The application for admission to NMCS by any student who resides outside of the NMCS attendance area shall be treated as a request for a transfer to another school under Board Policy 4023, with the understanding that if the request for a transfer to NMCS is granted to any such student, the school district will not provide transportation between school and the student’s residence. Acceptance of admission to NMCS for any student who resides outside of the NMCS attendance area shall constitute acknowledgement by the parent/guardian that the parent/guardian is responsible for providing transportation to/from school for the student. To the extent any provision of this Contract conflicts with any provision of Board Policy and Procedure 4023, the terms of this Contract shall take precedence as a recognized and Board-sanctioned special exception applicable only to the NMCS admissions process.
- 7.04 **Kindergarten Admissions.** Applications for Kindergarten admission to NMCS for the following school year, will be received until an annual initial application deadline. All applications received by the initial deadline will be sorted into two groups: (1) applications of students who reside within the NMCS attendance area, and (2) applications of students who reside outside of the NMCS attendance area (“Transfer Applicants”).
- 7.04.1 Applicants who reside within the NMCS attendance area and who are siblings of students who (1) are currently attending NMCS during the initial application period; and (2) will continue to be enrolled in NMCS in the following school year, shall be granted admission as a first priority.
- 7.04.2 Transfer Applicants who are siblings of students who (1) are currently attending NMCS during the initial application period; and (2) will continue to be enrolled in NMCS in the following school year, shall have their transfer approved as a second priority in admissions provided that the Department of Public Instruction grants a waiver to MMSD and NMI of the requirement found in WIS. STAT. § 118.40(4)(a)1 regarding preferences in admission for Charter schools that replace an existing public school “in part” (or if DPI informs the District that the restriction found in § 118.40(4)(a)1 is inapplicable). In the event such a waiver is

obtained, the sibling preference for Transfer Applicants identified in this paragraph shall supersede any contrary provision in Board Policy and Procedure 10000.

- 7.04.3 If, following applicable sibling preferences, the total number of students residing within the NMCS attendance area who apply by the initial application deadline is equal to or less than the number of seats that are available in approved Kindergarten sections, then all such students shall be notified of their admission to NMCS. If, following applicable sibling preferences, the total number of students residing within the NMCS attendance area who apply by the initial application deadline is greater than the number of available seats, a lottery will determine which students will be admitted into the school and where students will be placed on a waiting list.
- 7.04.3.1 In the event additional applications from students residing within the NMCS attendance area are received following the initial application deadline but prior to the date that is established for enrolling Transfer Applicants, the intra-NMCS-area applicants shall either be admitted to NMCS in the order received (if seats are available), or added to the end of the waiting list established in the preceding paragraph in the order received (if seats are not available).
- 7.04.4 The applications of Transfer Applicants received by the initial application deadline shall be grouped according to the following categories:
- 7.04.4.1 Siblings of students who (1) are currently attending NMCS during the initial application period; and (2) will continue to be enrolled in NMCS in the following school year shall have first priority among Transfer Applicants (unless already admitted under the DPI waiver identified above)
- 7.04.4.2 Children of staff members at NMCS shall have second priority among Transfer Applicants
- 7.04.4.3 Children of individuals designated as “founders” of the NMCS charter school shall have third priority among Transfer Applicants. [The list of Founders is as proposed to the Board at the August 13, 2007 Board meeting].
- 7.04.4.4 All other Transfer Applicants shall have fourth priority.
- 7.04.5 If there is space available within NMCS 14 days prior to the first day of the upcoming school year and there are no intra-NMCS-area applicants seeking admission to NMCS, Transfer Applicants who submitted applications by the initial application deadline shall be admitted to NMCS in the order of the priority categories established above, with lotteries and waiting lists created as necessary within each priority category.

- 7.04.6 Transfer Applicants who apply to NMCS following the initial application deadline shall be placed in the fourth priority category (see above) regardless of any other status and shall be placed on the waiting list for that category, in the order received, following the last student who submitted his/her application prior to the initial application deadline.
- 7.04.7 If space becomes available at any time during the two weeks just prior to the start of school or during the school year, Transfer Applicants will be granted a transfer so long as no student residing within the NMCS attendance area has a pending application for enrollment.
- 7.04.8 It is the intent of the School Board and NMI that at all times, with the exception of a sibling preference supported by a DPI waiver, that students who live within the NMCS attendance area who wish to enroll in NMCS shall be allowed to enroll in NMCS over students who reside outside of the NMCS attendance area and who are also seeking enrollment (i.e., Transfer Applicants).
- 7.04.9 A student who resides outside of the NMCS geographic attendance area but who transfers to Allis Elementary pursuant to Board Policy does not thereby attain the status of student who resides within the NMCS attendance area.
- 7.05 **Waiting lists into the Kindergarten year:** Waiting lists created under Section 7.04 shall remain in place and shall be used to fill vacancies that arise in any Kindergarten section until and including the first day of the 3rd quarter. Following the first day of the 3rd Quarter, the Kindergarten waiting lists shall dissolve and no additional transfers into NMCS will be approved for the remainder of the school year, except through the appeal process identified in Board Procedure 4023 at sub-sections and 3.b.8) and 3.b.9). At this time and through the 3rd Friday in March, any parent/guardian wishing to enroll a student (whether residing within or outside of the NMCS attendance area) into NMCS for first grade may file an internal transfer request.
- 7.06 **1st Grade Admissions.** The District will use the applications for 1st grade admission to NMCS that are filed by the 3rd Friday in March to allow enrollment into the first grade at NMCS on a space-available basis (i.e., without adding any more additional sections or staff allocation than would be necessary in the absence of the additional enrollment), granting preference to applicants using the same standards as are applied to initial Kindergarten admissions. Such admissions to first grade may be granted, per the order of any waiting lists, through the first two weeks of the school year. Following the first two weeks of the school year, admissions to 1st grade shall be made pursuant to Section 7.07.
- 7.07 **Admission after the start of 1st Grade.** Any student seeking to enroll in NMCS after the beginning of 1st grade should submit an application for enrollment by using the standard MMSD school transfer process and must demonstrate adequate (i.e., grade-level appropriate considering all relevant factors) language competency through appropriate assessment(s) such that it is determined that enrollment at NMCS is an educationally appropriate placement. NMCS shall provide an opportunity for the parents to meet with the Principal to discuss the advantages and disadvantages of

admission after the start of the first-grade school year. Such enrollment decisions will be made pursuant to an assessment of available space (i.e., without adding any additional class sections or staff allocation). In admissions after 1st grade, students residing within the NMCS attendance area shall continue to have priority over Transfer Applicants outside of the NMCS attendance area in the event that multiple students are seeking enrollment at the same time to an insufficient number of seats.

- 7.08 **Revocation of Enrollment for a Transfer Applicant.** Revocation of enrollment for a Transfer Applicant shall be permitted only under the standards identified in School Board Policy for the revocation of internal transfers, and only with the prior approval of the Assistant Superintendent for Elementary Schools.

The standards and procedures identified in Section 7.06 and Section 7.07 may be modified as provided in Subsection 4.01.4.