

SCA Enrollment Procedure

Summit Charter Academy-Mathew

Spanish Dual Language (K-6)

The structure of the dual language Program seeks a population of which 50% of the students enrolled represent Spanish dominant language ability and 50% of the students represent non-Spanish language backgrounds. In order to gain the academic and linguistic achievement that is expected from this type of program it is important to enroll students from the different language backgrounds.

Transitional Kindergarten/Kindergarten Enrollment:

(TK enrollment is based upon board approval and programmatic needs)

If the kindergarten enrollment for the Spanish Dual Language Program (Summit Charter Academy-Mathew) is less than the maximum number of students and the language dominance of the students is balanced, then all siblings who apply will have a space in Kindergarten. If the enrollment is greater than the maximum in either language group (12 and 12 per classroom), then priority will be given to siblings and a lottery will be conducted and a lottery list will be established. The lottery list will be recreated each year for the next year's enrollment.

*A sibling is identified as one of two or more individuals having one common parent. Full-time employees of the charter who have children will also be given sibling priority for enrollment.

Lottery Protocols:

1. In-District Resident will receive preference by receiving two tickets for the lottery.
2. Out of District Resident will receive one ticket for the lottery.

*Each group will be represented in the language group they qualify for (English or Spanish)

Students will be placed on lottery lists according to the appropriate group: ie sibling; in-district; out-of district; and dominant language spoken. These lottery lists will be drafted based on the number drawn the day of the lottery.

Registration materials must be submitted by the registration dates. Siblings will have one registration date at SCA-Mathew as will non-siblings. The deadline will be decided upon annually, and displayed on the district website, the school website and posted in the school office.

Once a student has accepted placement in the Dual Language program their names will be removed from any other lottery list (SCA-Lombardi) and cannot be placed back on the

lottery list until the following year. If the student does not accept the placement offered at the Dual Language program, their names will be removed from the list and their placement given to the next student on the lottery list.

First grade through Sixth grade Enrollment:

Siblings will be admitted as space becomes available. If there are more siblings than spaces for a particular grade level, a lottery will occur to determine placement after the open enrollment period cutoff period. If several spots are available in a grade level, lotteries will occur in the same manner as stated above.

Due to the nature of dual immersion, if a space becomes available the district will consider filling the program with students from the lottery lists through the first semester of First Grade. Starting with the second semester of first grade and throughout the elementary program, admission will be based on the student successfully testing into the program.

Summit Charter Academy-Lombardi

International Baccalaureate (IB) Enrollment Procedure (K-6)

Transitional Kindergarten/Kindergarten Enrollment:

(TK enrollment is based upon board approval and programmatic needs)

If the kindergarten enrollment for the International Baccalaureate program (Summit Charter Academy-Lombardi) is less than the maximum number of students then all siblings who apply will have a space in Kindergarten. If the enrollment is greater than the maximum (24 per classroom), then priority will be given to siblings (who are exempt from the lottery) and a lottery will be conducted and a lottery list will be established.

*A sibling is identified as one of two or more individuals having one common parent. Full-time employees of the charter who have children will also be given sibling priority for enrollment.

Lottery Protocols:

1. In-District Resident will receive preference by receiving two tickets for the lottery.
2. Out of District Resident will receive one ticket for the lottery.

Students will be placed on lottery lists according to appropriate group: sibling; in-district; out-of district. These lottery lists will be drafted based on the family number received during the lottery. The lottery list will be recreated each year for the next year's enrollment.

Registration materials must be submitted by the registration dates. Siblings will have one registration date at SCA-Lombardi as will non-siblings. The deadline will be decided upon annually, and displayed on the district website, the school website and posted in the school office.

Once a student has accepted placement in the IB program their names will be removed from any other lottery list (SCA-Lombardi) and cannot be placed back on the lottery list until the following year. If the student does not accept the placement offered at the IB

program, their names will be removed from the list and their placement given to the next student on the lottery list.

First grade through Sixth grade Enrollment:

Siblings will be admitted as space becomes available. If there are more siblings than spaces for a particular grade level, a lottery will occur to determine placement after the open enrollment period cutoff period. If several spots are available in a grade level, lotteries will occur in the same manner as stated above.

Summit Charter Academy Collegiate International Baccalaureate (IB) Early College (Grades 7-12)

Seventh Grade Enrollment

If the enrollment for the International Baccalaureate (Summit Charter Collegiate) is less than the maximum number of students then all siblings who apply will have a space in grade 7. If the enrollment is greater than the maximum per grade level (150 students), then priority will be given to siblings (exempt from lottery). A lottery will be conducted and a lottery list will be established based on the protocols below for the remaining students wishing to enter the school. The lottery list will be recreated each year for the next year’s enrollment.

*A sibling is identified as one of two or more individuals having one common parent. Full-time employees of the charter who have children will also be given sibling priority for enrollment.

Lottery Protocols:

1. Students attending the charter since kindergarten will be given preference (6th graders at both Mathew and Lombardi will be surveyed in 6th grade and if the number of students is more than the number of spaces available, then a lottery will be held and three tickets will be given). Otherwise, all those wishing to attend SCCA will be pre-enrolled in the school per the survey and no other paperwork is needed.
2. In-District Residents will receive preference by receiving two tickets for the lottery.
3. Out of District Residents will receive one ticket for the lottery.

Students will be placed on lottery lists according to the appropriate group ie: sibling; already attending the charter; in-district; out-of district.

Registration materials must be submitted by the registration dates. Siblings will have one registration date at SCCA as will non-siblings. The deadline will be decided upon annually, and displayed on the district website, the school website and posted in the school office.

If the student does not accept the placement offered at SCCA, their names will be removed from the list and their placement given to the next student on the lottery list.

Eighth through Twelfth Grade Enrollment

If the enrollment for the International Baccalaureate (Summit Charter Collegiate) is less than the maximum number of students then all siblings who apply will have a space in grades 8-12. If the enrollment is greater than the maximum per grade level (150 students in grades 8 and 125 in 9-12), then priority will be given to siblings (exempt from lottery). A lottery will be conducted and a lottery list will be established based on the protocols below for the remaining students wishing to enter the school.

Summit Charter Academy Lottery Timeline

Lottery, if required

To be held within 60 days of the
Close of open enrollment
To be facilitated by the Director of
Charter Education

Notification of parents by US mail

Mailed within 2 weeks of the day of
the lottery