
ENROLLMENT POLICY

Sage Oak Charter Schools ("SOCS" or the "Charter School") adopt this Enrollment Policy to apply to all enrollment procedures and admission preferences.

ADMISSION PREFERENCES

Admission preference shall be given to the following students in the following order:

1. Siblings of students admitted to or attending SOCS
2. Children of SOCS staff
3. Students who have been previously enrolled in SOCS*
4. Residents of the District
5. All other applicants

*Returning students receive admission preference exclusively at the original SOCS school where they were initially enrolled.

Admission will not be based on prior student performance or admission testing.

Post-matriculation or various assessments may be administered to determine the student's readiness for the grade of entrance requirements or maintenance of said grade. These instruments aid in the development of individualized learning plans for students. SOCS agrees to adhere to the requirements related to admission preferences as set forth in Education Code Section 47605(d)(2)(B)(i)-(iv).

TRANSITIONAL KINDERGARTEN/KINDERGARTEN ENROLLMENT

Transitional kindergarten (TK) is the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate. A child who completes one year in a TK program will continue in a kindergarten program for one additional year. Local Educational Agencies (LEAs) are required to make TK available to all children who will have their fourth birthday by September 1 of the school year. A Kindergarten Continuance Form is not needed for children who are age-eligible for TK.

A student eligible for kindergarten may enroll in TK as long as they turn 5 years old between June 2 and September 1 and the parent/guardian must sign the Kindergarten Continuance Form. Students who turn 5 prior to June 2 must enroll in kindergarten.

REGIONAL ENROLLMENT

Students will be enrolled in one of the SOCS schools based on the county in which they reside. Students will be assigned to a teacher in their region of residence within a county or an adjacent county that is serviced by the school. Regions are predetermined by SOCS and based on county

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of residence.

In the event that a student moves outside of the region in which they are originally assigned but still lives in the same county or in an adjacent county that is serviced by the SOCS school that they are enrolled in, they will be placed with a teacher in their new region if space is available. If there is not a teacher with capacity in the new region, the student may choose to remain enrolled in their original region as long as the student still lives in that county or in an adjacent county serviced by the school; however, all in-person required meetings, including but not limited to learning period meetings, assessments, special education services, etc., will remain in the original region of enrollment. If the student chooses not to attend all in-person required meetings in their original region, then they must disenroll and will be placed on the prospective student list for the appropriate region.

If the student moves out of the service area of the school that they are currently enrolled in, then the student must enroll as a new student in the SOCS school that services their new county of residence.

CURRENT STUDENT RE-ENROLLMENT PROCEDURE

Once a student has been enrolled as a student at SOCS, they have the right to remain enrolled until they have completed the highest grade offered. Students who are currently enrolled at SOCS must re-commit for the following school year by signing an annual Master Agreement. The annual Master Agreement must be signed prior to July 1st in order for the student to be guaranteed placement. In the event that the Master Agreement is not signed on July 1st, the student will be disenrolled from SOCS.

RETURNING STUDENT RE-ENROLLMENT ELIGIBILITY

If a student is involuntarily withdrawn from the school, this does not prohibit re-enrollment in the future. In order to apply for re-enrollment the student must complete an educational rehabilitation plan consisting of at least 95% positive attendance for one complete school year at a public or private school and one complete school year of completing all school work consistent with school policies at a public or private school. The student must be prepared to submit documentation of the completed rehabilitation plan prior to applying for re-enrollment.

NEW STUDENT OPEN ENROLLMENT PROCEDURE

The new student open enrollment window for the subsequent school year will be February 12th

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through March 15th. On March 15th the open enrollment window will close and the applicant pool will be evaluated. Every effort will be made to hire enough teachers in each region to provide a placement for all students who apply prior to the open enrollment deadline. In the event that not all students who apply during open enrollment are able to be placed, Sage Oak Charter Schools (SOCS) will conduct a lottery. All students who apply after the open enrollment window closes will be placed on the prospective student waiting list.

PROSPECTIVE STUDENT LIST

All students who were not granted admission due to capacity will be placed on a prospective student list in the order applied. Students who apply after the open enrollment window closes will also be placed on the prospective student list.

Students will be placed with a teacher in the order the applications are received if the Charter School has the capacity to serve the students based on the students' county of residence. This prospective student list will allow students the option of enrollment in the case of an opening during the current school year. In no circumstances will a prospective student list carry over to the following school year.

LOTTERY PROCEDURE

In the event that the number of students seeking admission to any region exceeds capacity, a lottery will be held for the impacted regions, with the exception of existing students, who are guaranteed admission in the following school year. If a lottery is deemed necessary, SOCS will conduct a public random drawing on April 1st for enrollment in the fall of that year.

Lottery spaces will be pulled by region by the designated lottery official. Separate lotteries shall be conducted for each region in which there are fewer vacancies than pupils interested in attending. There is no weighted priority assigned to the preference categories; rather, within each region, students will be drawn from pools beginning with all applicants who qualify for the first preference category and shall continue with that preference category until all vacancies within that grade level have been filled. If there are more students in a preference category than there are spaces available, a random drawing will be held from within that preference category until all available spaces are filled. If all students from the preference category have been selected and there are remaining spaces available in that grade level, students from the second preference category will be drawn in the lottery, and the drawing shall continue until all spaces are filled and preference categories are exhausted in the order provided above.

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Public random drawing rules, deadlines, dates, and times will be communicated in the application form and on SOCS's website. Public notice for the date and time of the public random drawing will also be posted once the application deadline has passed. It will be completed in a physical or virtual public forum large enough to accommodate all those who wish to attend. Sage Oak Charter School will make all necessary efforts to ensure lottery procedures are fairly executed. SOCS will also inform all applicants and interested parties of the rules to be followed during the public random drawing process via mail or email at least two weeks prior to the lottery date.