

GSIC Enrollment and Lottery Procedures

Enrollment and Lottery Procedures

Priority for enrollment will be given in accordance with the approved charter petition:

1. Siblings of currently enrolled students. A sibling is considered any child who shares a legal parent or guardian with an enrolled scholar and who otherwise meets the requirements for enrollment. Siblings (older or younger) are admitted without going into the lottery provided there is space available.
2. Faculty, Staff and Governing Board Member's children. Children of faculty and staff and governing board members who have served at least one year on the board will receive enrollment priority.
3. All other eligible students.

To attend GSIC, students must be entering available grade levels at the beginning of the school year.

GSIC does not discriminate on the basis of race, sex, religion, disability, national origin, or socioeconomic status.

Lottery

When the school receives registrations that exceeds available openings in a specific grade level, a public lottery shall be held. This will be the case for students applying under the sibling priority, students applying under the Faculty/Staff/Board priority, AND for students applying during the Open Application Window.

The Sibling Lottery, if necessary, will be held after the Sibling Application window closes and before the Open Application window opens.

The Faculty/Staff/Board Lottery, if necessary, will be held after the Sibling Lottery and before the Open Application window opens.

The Open Lottery will be held after the Open Application window closes. (Any Admission Applications received after the initial Open Application deadline, will be placed on the waiting list behind the names drawn during the lottery in the order that they apply.

The lottery process is as follows:

The lottery process shall be published in advance and articulated prior to commencement of the lottery.

The lottery shall be observed and certified by a third party individual.

The third party will confirm that all names are included in the lottery.

The lottery will be drawn by a third party from the names that were received during the Open Application period.

The lottery will be drawn in the following manner: Kindergarten, 1st grade, and so on until all spots are filled.

Currently enrolled students will fill all seats first. Once all currently enrolled students have been placed, siblings of currently enrolled students will be selected next to fill the vacant spaces. In the event there are no vacant spaces, siblings of students will be placed on a waiting list in the order they were drawn in the lottery. If siblings of students do not fill all the vacant spots, vacant seats will be filled by conducting a lottery of all Faculty/Staff/Board students. In the event there are no vacant spaces, Faculty/Staff/Board students will be placed on a waiting list in the order they were drawn in the lottery. Once all currently enrolled students have been placed, siblings of currently enrolled students and students of teachers, staff and board members will be selected next to fill the allotted spaces. In the event there are no vacant spaces, siblings of students and children of teachers, staff and board members will be placed on a waiting list in the order they were drawn in the lottery. If siblings of students or Faculty/Staff/Board students do not fill the open spots, other open seats will be filled by conducting a lottery of all non-priority applications that were received by the Open Application Deadline. All applicants not

placed in a class will be put on a waiting list in the order they were selected in the lottery. Any students making application after the lottery will be placed on the waiting list in the order they apply.

Waiting List Procedures

Lottery positions and waiting list positions will not be secured from year to year. Those offered the opportunity to enroll from the waiting list will have three days to complete the enrollment process before the opening will be offered to the next student on the waiting list.

Siblings of new students will be given sibling priority upon enrollment of placed sibling. Once one sibling on the waiting list is enrolled, the remaining sibling(s) will be moved up their respective waiting list under the next highest sibling. It is the responsibility of the wait-listed parent or guardian to provide updated contact information including a phone number and address, and an email if possible.

Waiting list parents must also provide an emergency contact person in the event they cannot be reached regarding an opening. Failure to keep updated information throughout the school year resulting in an inability to notify the parent of an opening waives the student's placement on the waiting list.

A school designee shall contact the next person on the waiting list if a slot becomes available. Contact may be made by phone, and if available, by email. Every effort will be made to reach the individual in person, however, if this is not possible, a message will be left on the phone and/or email. The parents will be given 72 hours to contact the school and make a decision to accept the opening. If contact or a decision is not made within this time frame, the next student on the waiting list is extended the offer.