

Excell Academy Equitable Admissions / Lotter Policy

Admission to Excell Academy is open to school-aged students. Acceptance is determined through the Excell Academy Equitable Lottery Process. Once a student residing in Minnesota is enrolled in Excell Academy's VPK through 8th-grade program, they are considered enrolled until they formally withdraw or are expelled under the provisions of the Pupil Fair Dismissal Act, as outlined in MN §124E.11(g).

Excell Academy for Higher Learning charter school holds an annual student lottery during the spring of each school year to enroll students when applications exceed grade-level capacity.

To be eligible for the lottery, students must be Minnesota residents and submit a complete, accurate application with all required documentation by the lottery deadline. All other applications are added to the end of the waiting list after the lottery drawing is complete. Applications to be considered for the lottery can be submitted from February – April for the upcoming school year. The applicants will be divided into grades. The names are placed into randomizing software for student selection.

The lottery drawing is first used to fill available spaces K-8. Once all spaces are filled, the lottery is used to establish a waiting list to fill spaces if current students transfer out of Excell Academy.

Sibling and Employee Preference: Excell Academy recognizes the importance of keeping families together and provides admissions preference as follows:

Sibling Preference: Enrollment preference is given to siblings of enrolled pupils and foster children of their parents.

- **Employee Preference:** Preference may be given for enrolling children of the school's staff before accepting pupils by lot but after siblings of enrolled pupils.
- To receive sibling or employee preference, parents or guardians submit a completed application to Excell Academy by the enrollment deadline. If your sibling/employee application is received after the enrollment deadline, the student's name will be placed at the end of the waiting list.

Waiting List: Excell Academy maintains a waiting list for all grades. To make sure all children are treated fairly, we use the following process:

- Assign a number to each child on the waiting list by lottery.
- Notify parents of the child's place on the waiting list
- Fill available spaces, starting with siblings of current Excell Academy students and then children with the lowest waiting list number for each grade.
- Contact parents to inform them of their child's acceptance.

If your child is on our waiting list, please be patient. We typically do not know about any available space until the end of June or later in the summer. To make sure we can get in touch with you, please update us regarding any changes in address or phone number. When a space becomes available, the contact information on a potential student's application is used to contact the parent(s) or guardian(s). Parents who are interested in choosing Excell Academy for their child's school, should visit or call the school and request information about our program. At that time families will be notified of space availability for specific grade levels. If there is no availability, the child will be placed on a waiting list. Registration packets are available in the school office.

Families are required to participate in a Family Goal Setting Conference as regular parent-school conferences. The conference will be conducted by the classroom teacher. This is an opportunity for families to ask specific questions and state concerns as they pertain to their child as well as receive updates on student progress.

Excell Academy is an equal-opportunity school. No student will be discriminated against based on race, color, creed, sex, religion, national origin, marital status, sexual orientation, or status with regard to public assistance or disability.

Kindergarten Enrollment and Early Entry Policy

To enter Kindergarten, a child must be 5 years old by September 1st, and have current immunization records/physical exams, birth certificate, psychological service records (if applicable), and Early Childhood screening results. If a child is deemed to be matured and socially and academically ready for kindergarten, and their 5th birthday falls after September 1, parents may request their child to be assessed for early

kindergarten entrance. Excell Academy will accept all students who will be 5 years old by November 1 providing that they score 90% on the entrance evaluation/assessment. Parents must submit an early entry letter of request and two teacher recommendations.