

2019 - 2020 Enrollment Timeline

The following will outline the dates, times, and functions for all enrollment activity for current and prospective students in grades K-8. For the 2019-2020 school year, we will offer Grades K-5 at our Bloomington Campus and Grades K-4 and 6-8 at our Richfield Campus.

Current SHPA Students

The school will assume all currently enrolled SHPA students intend to return for the 2019-2020 school year. All SHPA students will remain enrolled (for grades K-8) for the upcoming school year **unless** we receive a *Student Withdrawal Form* that has been completed for the student, a formal request for student records is received from a different school, or a student does not attend class for 15 consecutive days and they will be unenrolled. **(This includes all absences due to vacations, we cannot keep a child enrolled if they are absent for more than 15 days consecutively and there is no guarantee we will be able to place them back in our school. This is dependent on wait lists and time of year. We will fill the opening if applicable).**

November 1, 2018: New Applicants

Prospective Students will have the ability to fill out an *Online Enrollment Interest Form* between **November 1, 2018 – January 15, 2019**. All applications received during this period **will be** included in the lottery. Any applications received after January 15, 2019 **will not be** included in the lottery and will be placed at the bottom of the wait list, for the requested grade level, in the order received after the lottery is held. The lottery will determine class rosters along with the order of the wait lists. **We will have two separate lotteries, one for the Bloomington Campus and one for the Richfield Campus.** Fifth, Sixth, Seventh, and Eighth grade lotteries will only consist of one lottery as we currently only offer those grades at one Campus. If applying for twins/multiples or siblings in different grades, you will need to fill out a separate Enrollment Interest Form for each student. **It is important to note that applying for more than one student, as a new applicant, does NOT qualify you for sibling preference (“Seven Hills Sibling attending”)** However, should one sibling get accepted, we will need to receive completed paperwork for that student in order to activate sibling preference for the other sibling(s), as long as they are applying for the same charter, enrolled in SchoolMInt (the only exception will be for multiple births, we will keep all multiple births together).

November 1, 2018: Current SHPA Families and SHPA Staff

Our current families and SHPA teachers and staff members will qualify for "Seven Hill Sibling Attending," or "Employee Child," Preference, respectively. This means that any current SHPA Family, **applying within the same charter**, will have first opportunity at any grade level openings that we may have available. If there are no openings, they will move to the top of the wait list of the requested grade. We will fill with siblings first, following with children of staff. Siblings eligible for preference are understood as children who genetically or legally share a common parent or guardian. This does not include cousins, nephews, nieces, etc.

All siblings and child(ren) of staff members) will need to complete an Online Enrollment Interest Form, prior to the Open Enrollment deadline, even though they have a current sibling attending SHPA. If multiple siblings will be enrolling, we will need one form per student.

A charter school shall give enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents and may give preference for enrolling children of the school's staff before accepting other pupils by lot — Charter Schools, Minn. Stat. § 124D.10 (2012)

Inter Campus Transfers

Any current SHPA student wishing to transfer either to or from the existing K-8 (Bloomington) or the replicated K-5 (Richfield) program, will have to complete and submit a separate *Online Enrollment Interest Application* and will go through the lottery at the requested site as there is no enrollment preference across the schools. For example, a First Grade student at Bloomington Campus would need to apply at the Richfield Campus and go through the lottery if they wished to transfer to the Richfield Campus for their second grade year).

Open Houses for Prospective Elementary and Middle School Families

SHPA will host Open Houses at both campuses (elementary and middle school) for prospective families. The open houses will start with a self-guided walking tour to visit our classrooms and conclude with a presentation. The elementary school presentation will include an overview of our current curriculum, our strategies for building strong character development in students, and to show how our infrastructure has allowed us to be so successful! There will be an opportunity to meet some of our staff and ask questions as well. The middle school (Richfield Campus)

presentation will include an overview of our current middle school curriculum and programming, along with our character development, infrastructure, and activities.

Open Houses are the most informative, convenient, and comprehensive option available to learn about our school. If you cannot make the Open House dates, we will provide a handful of tours on various dates and times from which to choose. If you attend an Open House you do not need to schedule a tour.

SHPA Elementary and Middle School Open House Dates, Times, and Locations

Tuesday, November 27, 2018: Elementary School Open House - Richfield Campus (Kindergarten through Fourth Grade) 5:00pm – 6:00pm (Presentation begins at 5:30pm)

Thursday, November 29, 2018: Elementary School Open House - Bloomington Campus (Kindergarten through Fifth Grade) 5:00pm – 6:00pm (Presentation begins at 5:30pm)

Tuesday, January 8, 2019: Middle School Open House – Richfield Campus (Middle School only: Sixth through Eighth Grade) 5:00pm – 6:00pm (Presentation begins at 5:30pm)

Thursday, January 10, 2019: Elementary School Open House - Bloomington Campus (Kindergarten through Fifth Grade) 5:00pm – 6:00pm (Presentation begins at 5:30pm)

January 15, 2019: Online Enrollment Interest Form Deadline

All *Online Enrollment Interest* Forms must be submitted by **January 15, 2019** in order to qualify for the lottery. Any Enrollment Interest Forms that are submitted after this date will be placed at the bottom of the wait list(s) on a first come basis, once the lottery has been completed. No exceptions.

February 2019: Lottery

Grade-level lotteries will be held for the 2019 - 2020 school year in February 2019. After the lottery is held for each grade level, a communication will be sent to the parent/guardian indicating your child's enrollment or wait list placement. We will begin filling openings that we receive from the wait list immediately; this process will start in March 2019 and will carry into the following school year.

April 2019: Kindergarten Round Up - Bloomington & Richfield

Kindergarten Round Up is an event that is held for our new Kindergarten families starting in the fall. You will have an opportunity to meet the Kindergarten teachers, see the Kindergarten classrooms, and listen to an informative presentation pertaining to Kindergarten curriculum and daily life. We would like to invite our wait listed families to this event as well, should your child secure an opening in the future.

Tuesday, April 9, 2019 – Bloomington Campus Kindergarten Round Up (Two Sessions)

Last Name A through L: 5:00pm – 6:00pm

Last Name M through Z: 6:00pm – 7:00pm

Thursday, April 11, 2019 - Richfield Campus Kindergarten Round Up (Two Sessions)

Last Name A through L: 5:00pm – 6:00pm

Last Name M through Z: 6:00pm – 7:00pm

Mid-Year Placement

SHPA will fill openings in classrooms from the grade level wait list(s), as they become available.