

## STUDENT ADMISSIONS AND ENROLLMENT POLICY

### I. PURPOSE

The purpose of this policy is to clarify the procedures used by school administration for admitting students to Discovery Public School of Faribault.

### II. GENERAL STATEMENT OF POLICY

- A. The school board of Discovery Public School of Faribault has established admissions limits for each class\* to be set at 25 students.
- B. Discovery Public School of Faribault is an open enrollment school and accepts registration paperwork all year. To ensure continuity of learning for existing students, no new students will be offered enrollment after April 1st of the current school year. Applications received after that date will be applied to the next school year if there are spots available.
- C. Discovery Public School of Faribault shall enroll an eligible student who submits a registration form, unless the number of applications exceeds the capacity of the class\*, grade level or building. In this case, students must be accepted by lot.
- D. Any Minnesota resident student who is enrolled at Discovery Public School of Faribault remains enrolled until that student formally withdraws or is expelled. Non resident students need to reapply annually.
- E. Discovery Public School of Faribault shall not discriminate against any student based on race, color, ethnicity, sex, age, national origin, ancestry, religion or creed, status with regard to public assistance, sexual orientation, disability, intellectual ability, prior measures of achievement or aptitude, athletic ability, or for any other basis that would be unlawful for a public or charter school.

\* (Class is defined by the current class schedule, which may include 1 or more grade levels combined. Please refer to the most recent class schedule per enrollment)

### III. LOTTERY PROCEDURES

- A. Students who are MN residence will be given preference over non-residents.
- B. Students that are siblings of a currently enrolled student or a foster child of a currently enrolled student's parent(s) will be given preference for enrollment before accepting other students by lot. No preference is given for students or foster children of DPS staff.
- C. Each school year during the first week of April a lottery for the following school year will be conducted from all applications received by April 1<sup>st</sup>. All applications received will be publicly chosen by lot by school administration. Notification of the results of the lottery will be communicated via U.S Postal mail no later than 10 days following the lottery.

**Legal References:** Minn. Stat. 124E.11, (Admission Requirements & Enrollment)

*Adopted:* 10/24/2013  
*Revised:* 4/18/2024