



Enrollment Policy

Admission Policy

Admission policies and procedures, consistent with [T.C.A. §49-13-107 and T.C.A. §49-13-113].

The charter school will actively recruit a diverse student population from Rutherford County. The Charter School will be nonsectarian in its programs, admission policies, and all other operations, and will not charge tuition. Specific efforts will be provided in informing families and the community of northwest Rutherford County about the charter school and its program of Personalized Learning. SPSTN will also use various methods including but not limited to bilingual staff and door-to-door support for families that make up underrepresented communities.

Application Period

Enrollment Schedule Outline	Date Ranges
Open Enrollment Window	December - February
Application Verification Period	February - March
Lottery Date Announcement	March
Lottery Held	March
Communication Regarding Enrollment Sent	April
Ongoing Registration	March-Ongoing

Nondiscrimination Admission Policy

The Charter School shall not discourage a pupil from enrolling or seeking to enroll in the charter school for any reason, including, but not limited to, the academic performance of the pupil, including pupils with disabilities, academically low-achieving pupils, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth, or pupils based on nationality, race, ethnicity, or sexual orientation. Similarly, the Charter School shall not encourage a pupil currently attending the Charter School to disenroll from the Charter School or transfer to another school for any reason, including, but not limited to the academic performance of the pupil or because the pupil exhibits any of the characteristics as listed above.

According to T.C.A. §49-13-113: A charter school shall enroll an eligible pupil who submits a timely application unless the number of applications exceeds the capacity of a program, class, grade level, or building.

If applications exceed the planned capacity of the public charter school, the following preferences shall apply:

(i) Pupils attending public schools within the LEA in which the public charter school is located, if those pupils would otherwise be included in the area in which the public charter school will focus;

(ii) Children residing within the LEA service area in which the public charter school is located, but who are not enrolled in public schools, if those children would otherwise be included in the area in which the public charter school will focus; and

(iii) Children residing outside the LEA in which the public charter school is located and whose needs would be included in the area in which the public charter school will focus.

(B) If enrollment within a group of preference set out in subdivision (b)(2)(A) exceeds the planned capacity of the school, enrollment within that group shall be determined on the basis of a lottery.

(c) Subject to the requirements of subsections (a) and (b), preference may be afforded to the siblings of a pupil who is already enrolled and to the children of a teacher, sponsor or member of the governing body of the charter school, not to exceed ten percent (10%) of total enrollment or twenty-five (25) students, whichever is less.

Pre-admissions Requirements

SPSTN shall admit all pupils who wish to attend the charter school. No test or assessment shall be administered to students prior to acceptance and enrollment into the charter school. The charter will comply with all laws establishing minimum and maximum age for public school attendance in charter schools. Other than legally required paperwork, there are no pre-admissions requirements for students who wish to attend SPSTN.

Articulation Agreements

There are no proposed articulation agreements at this time.

Lottery Procedures

The lottery will be led by the superintendent or designee. The lottery will be open to the public; however, families are not required to be present at the time of the drawing to be eligible for admission.

Numbers, each representing an application submitted to the charter, will be placed into a random drawing application. The entries will indicate if the applying student has any siblings that are applying for admission the same year. The student number will be shown or read in the order it was electronically drawn. Student numbers will be given a numerical ranking based on the order they were chosen. These rankings will be recorded in an electronic database that will be double-checked by the lottery official.

Separate lotteries shall be conducted for each grade in which there are fewer vacancies than pupils interested in attending. Lotteries will be conducted in ascending order beginning with the lowest applicable grade level.

Waitlist Procedures

Once maximum enrollment is reached, the remaining names will be placed on a waiting list in the order received. If vacancies occur during the school year, the vacancies may be filled according to the waiting list, which will be prioritized in the same manner described in the previous section according to rank on the list of preferences.

Families will be notified of their placement on the waiting list within 10 days of the lottery. Families may call the main office to track their status on the waiting list.

Students who are not offered seats for the academic school year for which the lottery was held will remain on the waiting list until the end of that academic school year unless otherwise requested in writing by the parent to be removed. Students who remain on the waiting list at the end of the academic year will be required to enter the lottery again for the next school year.

Students otherwise eligible for enrollment will not be denied admission due to ethnicity, nationality, race, gender, gender expression, gender identity, disability, religion, sexual orientation, etc; including immigration status. Further, students with exceptional needs may not be denied admission to the charter solely due to missing copies of IEP or 504 plans, or due to the nature, extent, or severity of his or her disability, or due to the student's request for, or actual need for, special education services.

At the conclusion of the public random drawing, all students who were not granted admission due to capacity shall be given the option to put their name on a waitlist according to their draw in the lottery. This waitlist will allow students the option of enrollment in the case of an opening during the current school year. In no circumstance will a waitlist carry over to the following school year.

Students who are enrolled in the charter may not be concurrently enrolled in a private school.

Withdraws, Re-enrollment, and Transfers

Staff will work with all schools where students wish to transfer (due to withdrawal from SPSTN) to ensure that all student records are transferred in a timely manner. Students who wish to re-enroll in SPSTN may do so, following the procedures as outlined above.