

**ODYSSEY ACADEMY**  
**School District 4030**  
**Brooklyn Center, Minnesota**

**Policy #510**

**ENROLLMENT POLICY**

Students will be enrolled on a lottery basis. Registrations for siblings currently enrolled will have priority. When classes are full and enrollment is closed, a waiting list will be created. Families will be notified by US mail when they are registered.

Students will be enrolled into multi-age groupings based upon prior grade level completion, chronological and developmental age.

Odyssey will begin accepting applications for the subsequent school year beginning on September 1. The open enrollment period will end on January 15. All applications received by the January 15 deadline will be equally considered. For any grade level where the number of applicants exceeds the number of spaces available, a lottery will be conducted to determine admissions at that level. Qualified applicants will be assigned a number by random software. The School Board at its regular February meeting will conduct the lottery.

Applicants will be notified as to the status of their application as early as possible. Applicants not chosen in the lottery will be placed on a waiting list and notified promptly if a space becomes available.

Applications received after the January 15 deadline will be admitted if there are any remaining openings, or added to the waiting list. Applicant priority will be based on the order the applications are received.

The school will maintain an overall student enrollment limit, not to exceed physical space accommodations and student-to-staff ratios set annually by the Odyssey Academy Board of Directors.

**Legal References:** Statute 124D.10 Subd. 9. Admission requirements.

- (a) A charter school may limit admission to:
  - (1) pupils within an age group or grade level;
  - (2) pupils who are eligible to participate in the graduation incentives program under section [124D.68](#); or
  - (3) residents of a specific geographic area in which the school is located when the majority of students served by the school are members of underserved populations.

(b) 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. In this case, pupils must be accepted by lot. The charter school must develop and publish, including on its Web site, a lottery policy and process that it must use when accepting pupils by lot.

(c) 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.

(d) A person shall not be admitted to a charter school (1) as a kindergarten pupil, unless the pupil is at least five years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences; or (2) as a first grade student, unless the pupil is at least six years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences or has completed kindergarten; except that a charter school may establish and publish on its Web site a policy for admission of selected pupils at an earlier age, consistent with the enrollment process in paragraphs (b) and (c).

(e) Except as permitted in paragraph (d), a charter school may not limit admission to pupils on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability and may not establish any criteria or requirements for admission that are inconsistent with this subdivision.

(f) The charter school shall not distribute any services or goods of value to students, parents, or guardians as an inducement, term, or condition of enrolling a student in a charter school.

First reading: November 19, 2013  
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