



ADMISSION POLICY & PROCEDURES

DREAMHOUSE 'EWA BEACH

I. ADMISSION PLAN

As a non-sectarian, tuition-free public school, DreamHouse 'Ewa Beach public charter school ("DreamHouse") will admit all grade-level eligible pupils who wish to attend up to the school's capacity (100-student cohorts per year), in accordance with Hawai'i State Law. DreamHouse is a school of choice – no student will be required to attend DreamHouse over the objections of his/her legal guardian. Admission shall not be determined based on the place of residence of the pupil or of his/her parent or guardian.

DreamHouse will abide by Hawai'i State Law and shall not charge tuition, nor discriminate against any student or limit admission based on race, color, ethnicity, national origin, religion, gender, sexual orientation, income level, disability, level of proficiency in the English language, need for special education services, or academic or athletic ability.

The specified cohort number per grade is 100 students, beginning with a 6th grade cohort of 100 students in the 2019-20 academic year.

If the number of students who wish to attend DreamHouse is 100 or below, all students will be granted enrollment, so long as the number of students who request enrollment does not exceed 100.

If the number of students who wish to attend DreamHouse exceeds the school's capacity, enrollment, except for existing students as allowed by Hawai'i Revised Statutes 302D-34, shall be determined by a public random drawing ("lottery").

A random, public drawing will occur annually, in April, in a public space large enough to accommodate all interested families.

As allowed by Hawai'i Revised Statutes 302D-34, the following preferences are allowed:

- Students currently attending the school will be exempt from the lottery and granted continued enrollment (302D-34.5);

- Siblings of current students will be exempted from the lottery and granted enrollment up to the school's capacity and within reason as allowed by Hawai'i Revised Statutes 302D-34 (e.g. if multiple children have an extremely high number of siblings, our school leadership and school board will engage in a transparent resolution that abides to this charter, Commission guidelines, and Hawai'i Revised Statutes).

Children who are exempted from the lottery as stated above will be assigned numerical values (e.g. seats in the cohort) before names of children without exemption are drawn.

In addition, and as allowed by Hawai'i Revised Statutes 302D-34, the following preference is allowed:

- Educationally disadvantaged students (students who are economically disadvantaged, students with disabilities, migrant students, limited English proficient students, neglected or delinquent students, and homeless students) shall be given additional weight in the form of two drawing opportunities (i.e. two ping pong balls, per child, whereas non-educationally disadvantaged students will receive one ping pong ball).
 - *Parents/guardians must submit a qualifying, legal document and statement signifying their child is educationally disadvantaged in order to qualify for the additional drawing.*

Drawings will be conducted for each grade in which there are vacancies, and the same drawing rules will apply. All drawings shall take place consecutively on the same day in a single location. During the course of the drawing, if a name is drawn that indicates a sibling (of any grade) is also applying, the sibling will also be assigned the next available numerical ranking for the appropriate grade-level (i.e. the next available seat in the grade-level cohort). If there is not a vacancy in the appropriate grade for the sibling, they will go to the top of the waiting list for that grade, after any other siblings of current students who are already on the list.

While the drawing will be open to the public and families will be encouraged to attend, families are not required to be present at the time of the drawing to be eligible for admission. Results will be posted online and in hard copy in public locations. Results will also be sent to all applicants within one week of the lottery.

Enrollment in the school will be offered to students according to their numerical ranking until capacity is reached. All remaining names will be placed on a waiting list in order

according to their numerical rank (numerical rank being the order in which names were selected). Any families who decline admission or who fail to confirm within three weeks of the lottery will lose their position to the next name on the waiting list (exceptional circumstances of missed communication will be dealt with by school leadership and the school board in partnership with the Commission).

The waiting list will be kept on file at the school and will be valid for the duration of the school year. If a student withdraws or is expelled from the school, that seat will be offered to the next student on the waiting list; if the waiting list does not fill vacancies, additional seats will be drawn at the April lottery.

Enrollment forms received after 5PM on the enrollment deadline date will be marked with the date and time of receipt and will be added after the last name on the waiting list on a first come, first served basis.

The drawing will be officiated by a neutral party, preferably a respected public figure from the community. The names of each prospective student will be placed on a Ping-Pong ball. The name will have a "*" after the name if the student has any sibling(s) applying for admission the same year. If present, the prospective student will place their ball into a randomized mixing machine; if not present, the ball associated with the absent student will be placed into the machine prior to the lottery, ensuring that 100% of qualifying students wishing to enroll in DreamHouse are considered. The person officiating the drawing will draw the balls one at a time and read the name while the name is highlighted on a publicly displayed screen. As each ball is pulled, the child's name will be posted visibly on a display in the order it was drawn. Names will be given a numerical ranking based on the order they were drawn. The drawing will continue until all balls have been drawn and all names have been assigned a numerical ranking. These rankings will also be recorded in an electronic database. The first 100 drawings will be the initial cohort, with additional names being added to a waiting list in the order they were drawn.

The school shall keep on file the following documents:

- Documentation of drawing procedures as defined in the school's charter and any subsequent policy or policies approved by the school board;
- Results of the public drawing, indicating ranking;

- The most up to date waiting list, including names that were added after the drawing, including contact information for each student.

Please find attached the DreamHouse 'Ewa Beach Enrollment Form, which will serve as the preliminary form to enter a child's name into consideration for the lottery.

DreamHouse 'Ewa Beach Enrollment Form

Please complete and submit the following information to DreamHouse 'Ewa Beach in order to enroll your child. If there are over 100 enrollment forms, this information will serve as your child's entry into a random public lottery to determine the 100 children who will be enrolled in DreamHouse 'Ewa Beach.

PROSPECTIVE STUDENT INFORMATION

Grade Child is applying for at DreamHouse

Child's First Name

Child's Last Name

Home Address Street

Home Address City

Home Address State

Home Address Zip Code

Date of Birth (Month/Date/Year)

Child's Current Grade

Child's Current School

If applicable:

Sibling #1 First Name

Sibling #1 Last Name

Sibling #1 Date of Birth (Month/Date/Year)

Siblings #1 Child's Current Grade

Grade Siblings #1 is applying for at DreamHouse

Grade Child is applying for at DreamHouse

PRIMARY PARENT / GUARDIAN INFORMATION

Primary Parent / Guardian's First Name

Primary Parent / Guardian's Child's Last Name

Home Address Street

Home Address City

Home Address State

Home Address Zip Code

E-mail

Phone

SECONDARY PARENT / GUARDIAN INFORMATION

Secondary Parent / Guardian's First Name

Secondary Parent / Guardian's Child's Last Name

Home Address Street

Home Address City

Home Address State

Home Address Zip Code

E-mail

Phone

IF A SIBLING IS ALREADY ENROLLED AT DREAMHOUSE

Do you currently have a child at DreamHouse?

What is this child's name?