



Juneau School District

Enrollment and Lottery Procedures

A Condensed Version. The complete version may be requested from Assistant Superintendent's office—523-1704

All applications submitted for Juneau School District educational option programs are considered as confidential and will be used only for placement purposes by the Assistant Superintendent's Office.

The lottery is applied to achieve equity balance if there are more applicants than openings. The first scheduled lottery will fall in the first week of May; the second lottery in August, prior to the school start date.

A randomly selected grade level will be determined, filling openings from that grade and down, returning to highest grade level moving down, through completion.

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- *All applicants are assigned random numbers.*
 - *Equity Target applicants have priority if optional program population does not meet district-wide average. These targets include: low SES (income), low academic achievement, ESL/ELL (English Language Learners), or special education.*
If gender in the classroom becomes unbalanced, (greater than 2/3 of the classroom) applicant placement may be revised to select the underrepresented gender.
 - *Applicant siblings are placed if classroom openings exist. 1) siblings of current or randomly selected equity balance students; 2) siblings of current, continuing students.*
 - *Applicant children of optional program employees who work more than 20 hours per week are placed.*
 - *Applicants from an under-represented boundary area are placed.*
 - *Place remaining applicants in non-equity class openings following the numerical order on the lottery list, giving opportunity to applicant siblings for other grades, if classroom openings exist.*
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Parents will be notified of their children's placement into the program or their status on the wait list by the Assistant Superintendent's Office within two (selected) to four (wait-list) business days. If parents are unavailable or do not respond within two business days, the next applicant on the wait list will be offered the position. The child will not be removed from the wait list as a result of the parent's failure to respond, unless the parent subsequently fails to respond to a second offered opening.

Families who have accepted placement will be put in contact with the Optional program to complete registration and prepare for school.

Parents who have been notified of their child's placement on the wait-list for an optional program may choose to retain the child's place on the wait list for any position that becomes available in that program during the school year.