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Thank you for your interest in Allegiance STEAM Academy!

- Our open enrollment for the 2020-21 school year ended on January 31, 2020; all applications submitted going forward will be put on a waitlist.
- For the current year (19-20) there is a waitlist for all grade levels.
- If you are interested in filling out an application for either school year, please read the information and instructions below.

***Before filling out an application for your child(ren), we ask that you first carefully read the information below.***

### **Admissions**

For admission to ASA Thrive, students must apply directly to the school via SchoolMint. ASA Thrive will use an open enrollment admission policy for all California students, and will not discriminate on the basis of residency, gender, sexual orientation, disability, national origin, immigration status, ethnic and racial background, language spoken, religion or political belief, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or any other characteristics described in Ed Code 220. ASA Thrive is a free public charter school and will not charge tuition.

### **Non-Discrimination Statement**

ASA Thrive shall not require a parent/legal guardian/student to provide information regarding a student's disability, gender, gender identity, gender expression, nationality, legal or economic status, primary language or English Learner status, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, or any other information that would violate federal or state law, prior to admission, participation in any admissions or attendance lottery, or pre-enrollment event or process, or as a condition of admission or enrollment. ASA Thrive may request, at the time of, and as part of, conducting its lottery process, the provision of information necessary to apply specific admissions preferences set forth in its Charter.

ASA Thrive shall not request or require submission of a student's IEP, 504 Plan, or any other record or related information prior to admission, as a condition of participation in any admissions or attendance lottery, for any pre-enrollment event or process, or as a condition of admission or enrollment.

### **Who may attend Allegiance STEAM Academy?**

- Admission to ASA is open to all students in California wishing to attend the school.
- ASA offers Transitional Kindergarten through 8th grades.
  - To be admitted to Kindergarten, a child must reach the age of five (5) on or before September 1st of the year he/she is starting school. ASA will provide Transitional Kindergarten to children turning five (5) between September 2nd and December 2nd of the year they are starting school.

### **Placement**

- In accordance with California State Education Code 47605 (e)(2), in the event that there are more applications than there are seats available, admission will be determined via a public,

random lottery (the lottery for the 20-21 school year will be held on March 14, 2020), with preference given to:

- Currently enrolled students (exempt from lottery);
  - Siblings of students **currently enrolled** (exempt from lottery);
  - Children of ASA Thrive staff (exempt from lottery; shall not exceed 10% of total enrollment);
  - Children residing within [CVUSD boundaries](#) (2:1 weighting in lottery);
  - Children residing within [ASA attendance area](#) will be given preference (3:1 weighting in lottery).
- All students who are not offered admission at the time of the public admissions lottery will be placed on a wait-list until it is cleared at the end of the academic year for which it was drawn, unless the parent/guardian requests their child be removed from the wait-list prior to that time.
  - If a space should become available, families will be contacted in the order of the wait-list.
    - If the offer is extended prior to the first day of school, then families will have 5 business days to respond whether the offer is being accepted or declined.
    - See below under **Lottery** for more information.

### **Proof of Residency**

Everyone filling out an application must provide Proof of Residency.

Acceptable Proof of Residency includes a RECENT (*must be dated within the past 45 days*) utility bill (gas, water, electric), mortgage documents, auto insurance policy, or rental agreement. The parent/guardian name must match the name on the Proof of Residency. The same Proof of Residency may be used for all children in the family. If the parent/guardian's name does NOT match the name on the Proof of Residency, please see section below.

### **Parents/Guardians & Student Living with Another Family**

If the parent/guardian and student is currently residing with someone and cannot provide legal proof of residency, a utility bill (*must be dated within the past 45 days*) in the homeowner's/renter's name is still required to be uploaded. The homeowner/renter (person's name on utility bill) must be present when the parent/guardian is filling out the application and must sign their name under **Signature of Homeowner**. The Allegiance STEAM Academy team will process each new enrollment and verify that all documents are correct. Periodic home visits by ASA personnel may be conducted to verify parent/student residency.

### **Homeless and Foster Youth**

No Foster Youth or homeless student will be denied the opportunity to apply for enrollment at ASA Thrive. Please contact the ASA office at (909) 465-5405 or [admissions@asathrive.org](mailto:admissions@asathrive.org) for more information or help in completing an application for a Foster Youth or homeless student.

### **Lottery**

At the conclusion of the public random lottery, all students who were not granted admission will be placed on a wait-list according to their draw in the lottery, except if the preferences described above require otherwise. Once the school year begins, sibling preference applies to students on the wait-list who are siblings of students currently enrolled. The wait-list will allow students the option of enrollment in the case of an opening. Under no circumstance will a wait-list carry over from one year to the next. Students remaining on the waiting list at the end of each school year must go through the open enrollment process for the following school year if they remain interested in attending the school.

Families need not be present to participate in the lottery drawing.

Families promoted from the waiting list will be contacted when there is an opening. Contact may include email, personal phone call, and/or U.S. Postal Service. Parents/Guardians will have five (5) business days from the date of first notification to respond if the offer was made prior to school beginning. In addition, the school will attempt on at least one (1) additional occasion to contact the parent(s)/guardian(s) of students promoted from the waiting list during the five (5) days. Those families not responding within the five (5) days will forfeit their right to enroll their student in the school, and the next student on the wait-list will be contacted to fill the open position. Parents who

forfeited their right to accept enrollment when offered, but are still interested in enrolling at ASA Thrive at another time must reapply.

### **Application**

- Only Parents and Legal Guardians may fill out an application for a student.
- Applications must be submitted via SchoolMint using any electronic device with an internet connection.
- You will be required to create an account via SchoolMint.
- Once you create your account and fill out the application you will be able to view the status of your student's application by logging on any time.
- Notifications will be submitted via SchoolMint (offers, wait-list numbers, movement on wait-list, etc.).
- When you create your account SchoolMint will give you the option to receive texts and/or emails from ASA. **You will also have the option to opt out of texts and/or emails. Please be aware that the majority of communication is done via text and email, if you opt out you run the risk of missing important information.**
- If you filled out an application last year for your student(s) you may use your same account number and password.
- If you need access to a computer to fill out the application please contact ASA's front office to make an appointment: (909) 465-5405 or email [admissions@asathrive.org](mailto:admissions@asathrive.org). Office hours are Monday-Friday 7:30 am to 4:00 pm.

### **Proceed with Application Process Below**

- If you have never filled out an application with Allegiance STEAM Academy, [click here](#) to get started.
- If you have filled out an application with Allegiance STEAM Academy in the past, [click here](#) to get started.
- **Please note:** Be mindful of the school year you are applying for (19-20 or 20-21). Applications for the 20-21 will not be accepted until 3-30-20. If you are interested in applying for both years an application must be submitted twice, once for each year.

### **Education Code Section 47605(e)(4)**

(A) A 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, academic performance of the pupil or because the pupil exhibits any of the characteristics described in clause (iii) of subparagraph (B) of paragraph (2).

(B) A charter school shall not request a pupil's records or require a parent, guardian, or pupil to submit the pupil's records to the charter school before enrollment.

(C) A 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, academic performance of the pupil or because the pupil exhibits any of the characteristics described in clause (iii) of subparagraph (B) of paragraph (2) 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. This subparagraph shall not apply to actions taken by a charter school pursuant to the procedures described in subparagraph (J) of paragraph (5) of subdivision (b), procedures by which pupils can be suspended or expelled from the charter school for disciplinary reasons.

If a person suspects that the charter school is in violation of the enrollment practices described above, a complaint can be filed with the chartering authority, Chino Valley Unified School District.

**This notice is available to any current or prospective parent or guardian at any time, including:**

- (i) when a parent, guardian, or pupil inquires about enrollment**
- (ii) before conducting an enrollment lottery**
- (iii) before disenrollment of a pupil.**