

Spanish Immersion Kindergarten Enrollment Procedure 2012/2013

Enrollment

- If enrollment for Spanish Immersion Kindergarten is less than the maximum number to be admitted, then all in-District children who apply will have a space in Kindergarten. If the enrollment is greater than the maximum, a lottery will be conducted and a waiting list will be established.

1) In-District Resident & Sibling:

- Preference for Kindergarten enrollment in the Spanish Immersion Program is given to students who are residents of the Bellevue School District and who have siblings currently enrolled in the Spanish Immersion Program K-12. To the extent that the percentage of siblings in the Kindergarten class will not exceed fifty percent, admission of children who have siblings currently enrolled in the K-12 Spanish Immersion Program will be allowed.
- If the percentage of siblings exceeds fifty percent, those whose siblings are in grades 5-12 at the time of the lottery will be denied entry as a sibling.
 - If necessary, children with siblings in grades 5-12 will participate in an initial sibling lottery for any available spaces to bring the sibling total to fifty percent of the Kindergarten enrollment.
- If the number of applicants with siblings in K-4 at the time of the lottery exceeds fifty percent of the available Kindergarten spaces, an initial sibling lottery of the K-4 group will be conducted.
 - These siblings will be accepted into the program if they submit their registration materials by the lottery registration deadline and meet the residency requirements set forth below.
- Those children with siblings in the program who are not guaranteed admission as a sibling will then be included in the general lottery for the remaining fifty percent of the available Kindergarten spaces as described in 2) below.

2) In-District Resident:

- Priority is next given to in-District residents who do not have siblings in the Spanish Immersion Program. In-District residents who are not selected through the lottery will be placed on the in-District resident wait-list.
- In accordance with Policy 4020, out-of-district children of District employees will be allowed to participate in the lottery on the same basis as resident children.

3) Out-of-District

- Out-of-district children will be placed on the out-of-District wait-list which will be activated only if there is space available after all of the children on the in-District wait-list are placed in the program.
- Out-of-District children with siblings already enrolled in the Spanish Immersion Program K-12 will be at the top of the out-of-District wait-list.

Registration materials must be submitted by the lottery registration deadline. Individuals who do not meet this deadline will not be included in the lottery and/or added to the wait-lists, except as provided below.

Additional Wait-List Information

If an in-District resident moves out of the District while on the wait-list, s/he is moved to the bottom of the out-of-District wait-list. If an out-of-District resident or an out-of-District resident with a sibling in the program moves into the District while on the wait-list, s/he is moved to the bottom of the in-District wait-list. This move will happen once residency is verified by the school.

The above wait-list will be maintained through last the end of day of April 30, 2013.

Students Moving Into The District After The Lottery Registration Deadline

If a student entering Kindergarten moves into the District after the Kindergarten lottery registration deadline, s/he may be added to the end of the in-District and out-of-district wait-lists beginning the first school day after Winter Break. Verification of residency will be required. If more than one student requests to be added to the end of the wait-list and there are insufficient openings, a lottery for those students will be held, as determined by the District, and those students will be added (in the order they were selected) to the end of the in-District and out-of-District wait-lists.

The above wait-list will be maintained through the end of day of April 30, 2013.

Activation of Wait-list

Once the wait list is activated the school will call down the list to offer families a space according to their preference indicated on the lottery card. Either a half-day or full-day space will be offered depending on the space that a family gave up to create a new seat. The parent will be offered one opportunity to accept the space. Families do not have the option of holding off entry to a later time or date. If a parent declines the offer of a seat at the time of phone call or offer, their name will be crossed off the list and the next student on the list will be called and offered the seat.

Residency

All parents and guardians who are registering their children as District residents are required to provide proof of their children's residency within the Bellevue School District. Residency is defined as the physical location of the student's principal abode – e.g., the home, house, apartment, etc. – within which the student lives four days out of a week during non-school hours during the school year. Owning or renting a house or renting an apartment in the District does not establish residency – the child must physically live within the District.

To be eligible to register as a resident for the Kindergarten lottery, a child must be residing within the Bellevue School District boundaries at the time of the lottery application and throughout the lottery application process; if selected through the lottery, a child must continue to live within the Bellevue School District boundaries through the end of kindergarten.

If a Spanish Immersion student moves out of the District during Kindergarten, the child will be withdrawn from the Spanish Immersion Program and the Bellevue School District. If the resulting available space occurs during Kindergarten the space will be offered to the next in-District resident child on the wait-list.

- If a Spanish Immersion student moves out of the District during grades one through twelve, the parents must complete and submit an inter-district transfer application. Subject to the terms of the transfer (concerning special services, attendance, behavior), the child will be allowed to continue in the program.

To Participate in the Spanish Immersion Kindergarten Lottery

- Complete the Spanish Immersion lottery card;
- Attach child's birth certificate (child must be 5 years old on or before August 31 of the year of entry to Kindergarten, unless applying for early entrance testing, which is applicable only to children of District employees and resident children) and documents to verify residency (See Residency Verification Form); and
- Submit to the school office no later than 3:30 p.m. on February 17, 2012.

Please note:

- Lottery cards must be filled out completely – incomplete cards will not be accepted.
- Late cards will not be accepted. (no exceptions)
- Clearly indicate one of the following on the lottery card: I want half day or I want full day.
- Cards without birth certificate or required proof of residency will not be accepted.

- Cards must be turned in to the school office by a parent or guardian. Fax, email and ground mail is not accepted.

All Bellevue School District Kindergarten registration, including Spanish Immersion Kindergarten, begins on January 30, 2012

Important dates

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| January 18 | Spanish Immersion Kindergarten information night at Puesta del Sol @ 6:30 p.m. in gym. |
| January 30 | District-wide registration for Kindergarten, including Spanish Immersion, begins. Lottery cards may be picked up at the Puesta del Sol office. |
| February 17 | Deadline for Lottery Registration. Lottery cards, birth certificate, and required proof of residency must be returned to Puesta del Sol office by 3:30 p.m. |
| March 1 | Lottery, if required, will be conducted at end of day. |
| March 5 | Lottery results will be posted in the Puesta del Sol office. Parents whose children were selected through the lottery into the Spanish Immersion Program should pick up registration packets from the school office. The school does not mail registration material. |