

PARNASSUS PREPARATORY SCHOOL ENROLLMENT POLICY 8.6

(Board approved: 9/13/2022)

The school establishes the following admissions policy and procedures.

POLICY STATEMENT: Admission to the School is open to all students, without regard to intellectual ability, measures of achievement or aptitude, athletic ability, race, religion, or any other factors contained in Minnesota Statute section 363A.13, as amended.

Parnassus policy also fully aligns with Minnesota Statutes, section 124E.11 (c), where Parnassus Preparatory School gives enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents and preference for enrolling children of the school's staff if there are available seats for the grade before accepting other pupils by lottery.

Enrollment Policy

1. The Board will establish maximum enrollment by level.
2. The Board will establish the enrollment period for the following school year.
3. The Board will publish its admission and lottery procedures before open enrollment commences for the following school year.
4. Parents and teachers will be provided notice of the open enrollment period so that siblings and foster siblings of enrolled students and children of staff may submit an application.
5. Siblings and foster siblings of currently enrolled students who complete and submit an application by the end of the open enrollment period are automatically enrolled if there are available seats in the level. If the number of siblings and foster siblings exceeds the number of available seats in the level, a sibling lottery will be held to identify admitted students and to establish the order of the sibling waiting list for that level. If all seats in the level are filled by siblings and foster siblings, the lottery will continue to establish the sibling waiting list, which will have preference over the general waiting list and the staff children waiting list.
6. Children of staff employed at the School who complete and submit an application by the end of the open enrollment period are automatically enrolled, provided all siblings and foster siblings of currently enrolled students who submitted a timely application have been enrolled, and provided there are available seats in the level. If the number of children of staff exceeds the number of available seats in the level (after all siblings and foster siblings of currently enrolled students are admitted), a staff children lottery will be held to identify admitted students and to establish the order of the staff children waiting list for that level. The staff children waiting list will have preference over the general waiting list.
7. All enrollment applications received will be date and time stamped.
8. General Lottery: All applicants who complete and submit an application by the end of the open enrollment period are automatically enrolled unless more applications are received than the maximum enrollment established by the Board for that level. In this situation, all submitted applications for that level will move to the lottery, except that siblings and foster siblings of currently enrolled students and children of staff employed at the School will have preference. If the number of applications received during the open enrollment period exceeds the number of available seats at any level, the School will conduct a general lottery. The first general lottery conducted will be the highest level for which seats are available. Once all seats in each level are filled, the lottery continues and establishes the general waiting list for that level in the order drawn, until all names are drawn.
9. If a student is selected for enrollment through the general lottery, any siblings, and foster siblings of the selected student (who are also in the lottery) will receive sibling preference only after the selected student has submitted completed enrollment paperwork.