



## BOARD POLICY ON ADMISSIONS AND ENROLLMENT

### Overview

John Adams Academy ("JAA") is a tuition-free public charter school offering Kindergarten through 12th grade. The state of California includes Transitional Kindergarten ("TK") as an optional Kindergarten offering for charter schools. As such, the Academy currently provides TK as an option for those who qualify. John Adams Academy provides an American Classical Leadership Education® via site-based and independent study instruction to its scholars in accordance with the approved charter and applicable law.

JAA will be nonsectarian in its programs, admission policies, and all other operations, and does not charge tuition nor discriminate on the basis of characteristics listed in Section 220 (actual or perceived disability, gender, gender expression, gender identity, nationality, 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, including immigration status, or association with an individual who has any of the aforementioned characteristics). The academy will comply with all laws establishing minimum and maximum ages for public school attendance in charter schools.

Academy admissions processes and procedures shall be aligned to the Mission, Vision, and Core Values of the Academy. Applicants must review the John Adams Academy American Classical Leadership Education® model, Mission, Vision, Core Values and dress code of the Academy prior to application or enrollment.

### Application Process

Scholars seeking admission to JAA must complete an application form. Applicants are required to submit an application to each campus they wish their scholar to attend. For consideration in the campus lottery, when applicable, applications must be received during the open enrollment period (See *Public Random Lottery* section). Applications are accepted after the open enrollment period; if no seats are available, the scholar will be placed on a waitlist. Admission is subject only to capacity at each grade level and is not determined by the scholar's or their parents/guardian's place of residence within California, except as provided in Education Code Section 47605(d)(2). No tests or

assessments shall be administered to scholars prior to acceptance and enrollment in the Academy. The Academy complies with all laws regarding immunizations for school enrollment.

### **Age Eligibility**

- **Transitional Kindergarten (TK)** - Scholars must be 4 years of age on or before September 1
- **Kindergarten**- Scholars must be 5 years of age on or before September 1
- **First Grade** - Scholars must be 6 years of age on or before September 1
- **All Other Grades** - For second (2) grade through twelve (12) grade enrollment, JAA will accept applications based on the grade level the scholar completed in the previous school year or is currently enrolled in for the current school year.

### **Post-Acceptance Requirements**

After receiving an offer of acceptance, scholars must complete an online scholar registration form and upload the following support documentation within 72 hours.

- Birth Certificate
- Immunization Records
- High School Transcript - *If Applicable*
- 504 Documents - *If Applicable*
- IEP Documents - *If Applicable*
- Court Orders Re: Custody, etc. - *If Applicable*
- Expulsion & Rehabilitation Orders - *If Applicable*

After all support documentation is received and before the first day of attendance, families (parent/guardian and child) will participate in an in-person, new family discussion with Academy leadership. This family discussion will review the John Adams Academy American Classical Leadership Education® model, Mission, Vision, Core Values, dress code, additional expectations, and the mutual commitment to uphold the Family/Scholar Affirmation as detailed in the Family/Scholar Handbook.

### **Public Random Lottery**

Applications will accepted during a publicly advertised open enrollment period each year for enrollment in the following school year. If the number of applicants exceeds the number of seats available, a public, random lottery is conducted, prioritizing the following groups in order:

1. Children and grandchildren of employees of John Adams Academies, Inc. and affiliated entities (e.g., The John Adams Academy Foundation)
2. Children and grandchildren of Board members
3. Siblings of existing scholars enrolled in the John Adams Academy Campus where the application is submitted
4. Children currently enrolled in another John Adams Academy school
5. Scholars who reside in the district of the John Adams Academy Campus where the application is submitted
  - a. John Adams Academy-Roseville; Roseville Joint Union School District
  - b. John Adams Academy-Lincoln; Western Placer Unified School District
  - c. John Adams Academy-El Dorado Hills; Buckeye Union School District
6. All other applicants

### **Admission Preferences**

Admission preferences do not guarantee admission. Scholars who do not receive an offer of acceptance during the random lottery are assigned a waitlist number. Individual grade waitlists are rolling and carry over year to year, except for TK. For TK the waitlist is used to fill seats during the academic year for which it was established; however, all TK waitlist applicants must submit a new application for Kindergarten for the following academic year. Waitlist numbers may fluctuate as higher priority applications are received.

*Parent/guardian is responsible for keeping scholar information current by updating contact or scholar details in the application portal.* To check application status, visit the JAA website (<https://www.johnadamsacademy.org/>), navigate to the admissions page and click "Enroll Now." Enter the email used on the application. Select "Check Application Status" to receive an email with a link to view the scholar's status and/or waitlist number.

### **Applicant Status Definitions**

- **Applied** Not yet accepted into John Adams Academy
- **Accepted** Acceptance offer has been sent, but registration has not been completed
- **Confirmed** Completed the online scholar registration and information is being reviewed
- **Registered** Scholar registration is completed, and the scholar is enrolled
- **Declined** Acceptance offer was sent to the scholar, and the registration process was not completed by the required due date, or the family decided not to accept the offer.

Applications containing false, incorrect, or misleading information, or incomplete applications, will be voided, requiring the applicant to reapply with correct information. If corrected information renders the scholar ineligible for enrollment, the application will be voided.

### **Re-Enrollment of Existing Scholars**

Currently enrolled and attending JAA scholars are guaranteed admission the following year and do not need to reapply. Returning scholars must complete the declaration of intent and the returning registration process to confirm ongoing attendance.