

# MOT Charter School

## STUDENT ADMISSIONS POLICY

### Amendment for Grades 9-12

This policy is intended to extend, and amend where it conflicts, the MOT Charter School Admissions Policy for grades K-8. This amendment governs specific policies and procedures for enrolling students in grades 9-12. To the extent that this amendment conflicts with the Admissions Policy for grades K-8, this Amendment controls for purposes of determining enrollment for Grades 9-12.

- 1. Authority:** The Head of School shall have the authority to design, delegate, interpret and execute all School practices which are related to student admissions *provided that* they conform to this Policy. The Board shall not act as a point of appeal for student applicants regarding any admissions decisions which the School has made in reasonable conformance with this Policy. The Board reserves to itself the sole discretion to decide upon matters of Policy conformance, and the Board shall only address such matters with the President.

#### 2. Application Process

Each candidate seeking admission to either the Academy of the Arts or the Academy of Science & Technology (including current MOT Charter students) must complete the following application steps on or before published application deadline:

1. Submit an on-line application
2. Submit 2 letters of recommendation from designated teachers/performance coaches
3. Sit for the placement exam (Academy of Science & Technology) or complete an audition (Academy of the Arts) on the published date. Please note: the exam/audition is not used to determine interest, but will be used to place students in the relevant courses upon acceptance.
4. Complete a written essay explaining the candidate's interest in the Academy of choosing.

#### 3. Admissions Selection Principles

The following shall apply to all admissions practices:

- a. If the number of applicants is less than the number of available seats, then all applicants shall be offered seats in the School.
- b. If the number of applicants exceeds the number of available seats, then the School shall:
  - 1) determine the eligibility of each applicant for admissions preferences as described herein; and
  - 2) offer seats in the priority order of eligible preferences.
- c. A random lottery shall be used to allocate seat offers.
- d. Mid-year enrollment of students who may have moved into Delaware after the admission process shall be decided by the Head of School only if there are seat vacancies. Such cases are expected to be rare, and the Head of School shall give due consideration to budgets, resources, and fairness before deciding on such cases and the Head of School shall keep the Board reasonably informed thereof. Mid-year enrollment shall not be permitted for applicants who could reasonably have participated in the admissions process above.

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## 4. Definition and Priority-Order of Preferences

The student admissions preferences which shall be used by MOT Charter School are identified below. These preferences are defined in the Delaware Code (Title 14, Chapter 5) and, notwithstanding the descriptions included below, the Delaware Code definitions shall be incorporated in this Policy by reference unless otherwise defined by a resolution of the Board.

The preferences are shown below in order of their priority when applied at MOT Charter in grades 9-12, with each one being subordinate in priority to the preferences which appear above it in the list:

- a) Children of founding board members
- b) Children of MOT Charter School full time teaching faculty
- c) Siblings of students enrolled at MOT Charter School
- d) Students who have specific-interest in MOT Charter School's methods, philosophy or educational focus (up to 25% of each year's incoming class)
- e) Students residing within the Appoquinimink School District

After all available seats have been offered (as described above) a waiting list shall be established and administered until September 30th of the applicable enrollment year. Seats shall be offered to applicants on the waiting list with priority given to their eligible preferences as described above.

## 5. The Specific-Interest Preference

MOT Charter desires to create 2 magnet-type academies for students who have particular interest in pursuing studies in the arts or science and technology. As such, we feel it is important to provide a reasonable opportunity for students with this specific interest to gain admission. Recognizing that all current MOT Charter students will have a right to advance to 9th Grade, which may populate nearly half of each year's class, MOT will endeavor to achieve a critical mass of students in each of its two academies (The Academy of the Arts and the Academy of Science and Technology) by applying an interest preference capped at 25% of each year's incoming class.

With regard to the interest preference above, a school-based committee will review the application materials and determine whether the applicant has demonstrated sufficient interest in the desired program.

(a) For those applying to the Arts Academy, interest will be demonstrated by a student's experience in music or performing or visual arts, or communication arts recommendations from teachers of the arts or performance coaches, and an essay written by the student explaining his or her interest in the Academy.

(b) For those applying to the Math & Science Academy, interest will be demonstrated by a student's experience in programs like Math League, Science Olympiad, other extra-curricular math and science programs, teacher recommendations and an essay written by the student explaining his or her interest in the Academy.

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(c) **Interviews:** Applicants not provided the interest preference based upon the application materials may schedule an interview with the Head of School or her designee to determine eligibility for the specific-interest preference. The School shall conduct such interviews to determine if the above process has screened out an applicant with an otherwise compelling eligibility for the specific-interest preference. The Head of School shall have the authority to consider such other additional information provided by the applicant in making this determination.

6. **Validation of Factual Preferences:** With regard to an applicant's request for the benefit of the other preferences above, the School shall evaluate such applicant's factual eligibility and may require the applicant to deliver relevant evidence or documentation. The Head of School shall have full authority to deny the benefit of any of these preferences where such evidence is false or is considered by the Head of School to be materially insufficient.
7. **Compliance:** The Head of School shall ensure that this Policy is fully reflected in the School's design, delegation and execution of all admissions procedures. The Board may elect to audit such processes when appropriate to ensure reasonable Policy compliance.
8. **Amendment:** The Board reserves its authority to amend this policy from time to time, with effect on a forward basis, whether by revision or restatement or by separate resolution.