



P.O. Box 523, Mountdunhome, PA 18342 • (570) 595-6355
a 501(c)(3) educational non-profit Charter School

Standard Operating Procedure and/or Policy

Enrollment and Public Lottery Policy for 2025/2026 School Year


Policy 1802-06

Effective Date: May 1, 2025

Management:

 4/24/25
Jill Shoemith Date
Director, Evergreen Community Charter School

Board of Trustees:

 4/24/25
Eric Noone Date
President, Board of Trustees

1. Purpose

In accordance with Evergreen's philosophy and Pennsylvania Charter School Law (24 P.S. §17-1701-A, et.), Evergreen Community Charter School provides admission policies that allow an equal opportunity for all children to have the chance for admission. No student shall be denied participation because of a learning disability, handicapping condition, or special need. Children will be eligible for admission regardless of race, cultural background or proficiency in the English language. As required by the Pennsylvania Charter School Law, a public lottery procedure will be initiated when the number of eligible applicants exceeds the capacity of a class. Applicants' names will be drawn randomly. Enrollment in the class will then be allocated according to available space and the enrollment priorities shown below.

Pennsylvania Charter School Law (24 P.S. §17-1701-A, et.) SECTION 1723-A. ENROLLMENT

"If more students apply to the charter school than the number of attendance slots available in the school, then students must be selected on a random basis from a pool of qualified applicants meeting the established eligibility criteria and submitting an application by the deadline established by the charter school, except that the charter school may give preference in enrollment to a child of a parent who has actively participated in the development of the charter school and to siblings of students presently enrolled in the charter school. First preference shall be given to students who reside in the district or districts."

2. Scope

This procedure applies to all students applying for enrollment at Evergreen Community Charter School and participating in the lottery.

3. Responsibility

To promote equal educational opportunities for all students, it is the goal of the school to provide all interested students with a fair opportunity for access to enrollment at Evergreen Community Charter School. To carry out this goal, the Director or designee will assist in developing equitable recruitment strategies and to recruit a pool of applicants which reflects the diversity of the school system as a whole.