

**Mill Creek Academy
Open Enrollment Plan
2025-2026**

Grade Level Summary (Approximate as of 5/1/25)

	Recommended Class Size Caps	Enrollment Projections 25-26	Slots Available
1st Grade	50	28	22
2nd Grade	50	36	14
3rd Grade	50	44	6
4th Grade	50	43	7
5th Grade	50	32	Waitlist

Open Enrollment/Lottery Process

- Notice posted in local media: Monday, May 12, 2025
- Open Enrollment Dates: May 27-June 10, 2025
- Review of Applications: June 17, 2025
- Selection/Lottery: June 18, 2025 (in grades that exceed available slots)
 - a. Superintendent, Principal, and 1 other staff member present
 - b. Certify that each name is entered into the lottery
 - c. Draw names until every name is drawn, forming a waitlist of names if the number of applicants exceeds the number of open slots
 - d. Selected applicants will be contacted via email & phone. Applicants will have until June 30, 2025, to complete all enrollment paperwork and submit to the Mill Creek Academy Office. Failure to do so will result in a loss of opportunity to enroll. Special circumstances will be considered for extension.
 - e. The remaining names on the waitlist will be announced at the beginning of July if they are not selected.