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Methods of admission shall not be designed, intended, or used to discriminate or violate individual rights in any manner prohibited by law.

### Intent

*Next* will actively recruit students to represent a wide spectrum of diversity in their makeup. Within that diversity, *Next* will seek to enroll students who commit to the tenets, beliefs, and dispositions herein articulated as well as the operational structure of the school. Most importantly, *Next* will identify those students who share similar feelings of disenfranchisement, disengagement, and disconnection from school, and who will be served by having a voice, identifying their relevance, and being provided with a sense of association to a smaller community of learners.

### Application Process

*Next* believes that application is an individualized process and therefore constitutes a unique experience for all prospective applicants. *Next* also recognizes that it must not dismiss or alter its mission in order to enroll prospective students.

In order to honor the decision of students and families that choose to apply to *Next*, participation in the application process is essential to allow *Next* to communicate in a timely and meaningful manner regarding enrollment.

The application process is complete when the prospective student and family participates in the following steps. Incomplete applications will be ineligible to participate in either the lottery at the conclusion of the Application Window and/or to be placed on a wait list.

The Director is empowered to develop procedures to reflect the intent within the following admission steps.

#### I. Application

Prospective students and families will complete an application designed to communicate the central tenets, beliefs, and goals reflective of the charter's mission and information from the family and student, including their reason(s) for application. Said application will consist of all necessary forms for transfer as required by the State Of New Hampshire.

#### II. Conversation

*Next* will schedule and notify students and families of a meeting date in which the student, family, and the charter school will discuss the application and the school itself. This meeting will be collaborative in nature and provide for the purposes of clearly communicating the philosophy and operation of the school and for the prospective student to share relevant experiences. Above all else, the meeting will be student-centered and depend upon their involved participation. *Next* believes that the prospective student deserves clarity in understanding "Why we exist?" and "What will be expected of me?" We purport that dialogue is the most effective means to answer both questions. Successful applicants will understand the

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mission of the charter and articulate how they will benefit from said mission. Students will be asked to subscribe to the following *Vision for Student Commitments*.

1. I will seek to be a community member at every opportunity.
2. I will take charge of my own learning.

### III. Review

*The Director or his/her designees will review all applications. In order to determine whether student enrollment at the charter school is appropriately suited for all parties, the review will take a holistic approach by reviewing the following criteria:*

1. *Does the student understand and subscribe to the mission, central tenets, belief statements, and dispositions of Next?*
2. *Does the student commit to the Vision for Student Commitments?*
3. *Is there compelling evidence, based on the student's history, that he/she will be unsuccessful at Next?*
4. *Is there compelling evidence, based on the student's history, that he/she will require supports and structures that are in excess of those that Next will provide?*
5. *Is there compelling evidence that the student will produce a material or substantial disruption to the educational community and/or social fabric of Next?*

Affirmative answers to questions one (1) and two (2) are necessary components for admission.

Affirmative answers to any or all of questions three (3) through five (5) may preclude a student from admission at *Next*.

### IV. Notification

Next will provide notice to all prospective students and families in a timely manner of application receipt, date and time of conversation, and the determination of application status.

### Enrollment Process

Admission to the school will be open to any resident within the State of New Hampshire, not to exceed the enrollment limit set by *Next*.

*Next* will establish a formal Application Window beginning on the first day of April of each year and lasting until the last day of March of the following calendar year. Incoming applications will be designated by two (2) categories – Derry Resident and Non-Derry Resident. Application materials will be developed by the Director.

Students residing within the Derry Cooperative School District will be provided admission preference<sup>1</sup> so that student enrollment reflects at least a minimum Derry resident representation of 90% of the total

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<sup>1</sup> See, RSA 194-B:2, IV (statute requiring “absolute admission preference” of residents over non-resident pupils who meet the admission requirements).

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school enrollment.<sup>2</sup> This preference will be afforded according to the following procedures:

1. If the total number of Derry Resident applications received during the Application Window and returning enrolled students is less than or equal to the enrollment cap for the upcoming school year, all Derry applicants will be offered a seat.
2. If the total number of Derry Resident applications received during the Application Window and returning enrolled students is more than the enrollment cap for the upcoming school year, all Derry applicants will be entered into a lottery as stipulated in RSA 194-B:9 I(c)(2). Based on the results of the lottery, Derry Resident applicants will be offered seats until the enrollment cap is met or there are no remaining Derry applicants from the lottery.
3. Derry Resident applications received after the conclusion of the Application Window but before August 1 will be awarded open seats on a first-come, first-served basis ahead of Non-Derry Resident applications.
4. All Non-Derry Resident applications received during the Application Window will be entered into a lottery to determine the order of the waitlist.
5. All Non-Derry Resident applications received outside of the Application Window will be added to the wait list below the Non-Derry Resident applications received within the Application Window.
6. At the conclusion of the Application Window, all applications will be processed on a first-come, first-served basis.
7. On August 1, if the total number of Derry Resident applications is less than the enrollment cap but results in a Derry resident representation of a minimum of 90% of the total student enrollment, the remaining spaces will be filled by Non-Derry Resident applications in accordance with the order of the wait list. Between August 1 and March 30, if the number of enrolled students is less than the enrollment cap, then ongoing enrollment will continue on a first-come first-served basis, in accordance with the 90% rule
8. As enrollment seats open, they will be offered to the highest priority student on the waitlist (if it exists), in accordance with the 90% rule. For example, if the opening of a seat causes the representation of Derry Resident students to fall below 90% of the total student enrollment, the space would be awarded to the highest priority Derry Resident on the waitlist. If the representation of Derry Resident students meets or exceeds 90% of the total student enrollment, the space will be awarded to the highest priority applicant on the waitlist, regardless of the NH town of residency.
9. Prospective students on the waitlist will be contacted by *Next* prior to the last school day in March of each year to determine if they wish to continue the enrollment process.
  - a. Any student wishing to continue the enrollment process who took part in a previous lottery will retain his/her place on the wait list. Students on this list will be offered seats at Next before seats are awarded to additional applicants.<sup>3</sup>
  - b. Any student wishing to continue the enrollment process who did NOT take part in a previous lottery will be entered into the next lottery.
  - c. If students do not wish to continue their enrollment, the application process will end.
10. If a student is awarded a seat at Next but declines to take that seat, he/she will be removed

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<sup>2</sup> Referred to as the 90% rule

<sup>3</sup> In accordance with the 90% rule

from the application process and the seat will be offered to the next highest priority student in accordance with the above enrollment procedures. Any student who declines a seat is eligible to reapply in the future, but in doing so, begins the application process as a new applicant subject to the next lottery.

11. The Director may close enrollment at any point during the school year if he/she deems that enrolling new students will cause a substantial disruption to the school community with notification of the Board. The Board reserves the right to close enrollment at any point during the school year..

### Enrollment Restrictions

*Next* understands that one of the fundamental aspects of charter school enrollment is the provision of choice that it offers to the community and specifically, to individual students. In addition, *Next* wishes to honor the idea of absolute transparency. On all occasions and to extend the degree of choice to as many individual students as is possible per the enrollment cap, *Next* will not provide admission preference to Board members or employee children. Moreover, siblings of students already enrolled will not receive admission preference.

*Next* will not accept student applications at any time during the calendar year from students who are enrolled in 7th grade or lower.

*Next* places an emphasis on early enrollment to support the mission of the charter. In addition, *Next* recognizes that relationships, connections, and a stable environment help to promote the mission of the charter. Therefore, *Next* sets a total enrollment maximum cap prior to the start of each school year and limits enrollment to students in Grade 9 or Grade 10.<sup>4</sup> Further, *Next* may set maximum enrollment caps per individual grade levels prior to conducting an admission lottery, if required by law. *Next* defines grade levels by the numbers of years enrolled at a high school rather than by chronological age, credit attainment, or grade level designation. *Next* will accept applications for enrollment from students who have totaled 1 year or less of high school experience.<sup>5</sup>

### Continuing Enrollment

Students who enroll at *Next* are not subject to a continual application process but instead are automatically enrolled for continuing school years up to graduation.

### Enrollment Exceptions

The Board reserves the right to make exceptions to its enrollment policy. Enrollment exceptions can be made in a formal letter of appeal to the Board Chair. All requests for exception should be sent in writing to the Director at 5 Hood Rd., Derry, NH 03038 or via email. Further contact information can be found at

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<sup>4</sup> See RSA 194-B:9 (statute to set “maximum enrollment” and to “limit enrollment specific to grade or age levels”).

<sup>5</sup> This provision does not apply for student applications already accepted and placed on a wait list as a result of prior application windows. However, student applications for enrollment on the waitlist will be terminated after they total three (3) years of high school experience.

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[www.nextcharterschool.org](http://www.nextcharterschool.org). Phone number: (603) 437-6398.

### Residency Requirements

In accordance with RSA 193:12, Next will enroll students who are legal residents of the state of NH. For the purposes of establishing residency within NH or within Derry, Next will require that the parents provide 2 items from the list below:

- Valid, unexpired NH Driver License or Non-Driver ID card
- A title application prepared by a Town or City Clerk or Tax Collector (must not be marked “Non Resident”)
- Valid NH Vehicle Registration Certificate (Boat Registration is not acceptable)
- Lease or rental agreement (properly signed by both parties), or a deed for the legal, physical address. A month-to-month lease must be dated within 60 days.
- Property Tax (real estate) bill for the current year
- A notarized letter from a property owner or current resident<sup>6</sup>
- A mortgage statement at the property<sup>6</sup>
- Any current utility bill or delivery of service bill showing the legal, physical address<sup>6</sup>
- A government check or a government document issued by an official in the municipality (NH town or city) or residence<sup>6</sup>
- A payroll check, payroll document, or employment contract<sup>6</sup>

### Out of State Applicants

Next will accept applications from otherwise eligible students living out of state under the following conditions:

- Out of state applicants will only be enrolled if there are available seats and no NH applicants awaiting enrollment,
- Out of state applicants will be required to pay tuition to Next in the amount of the average per pupil expenditure of the current school year as determined by the school budget, prorated for the number of remaining days in the school year,
- Out of state applicants may be placed on the wait list but will only become eligible for enrollment if no NH residents are awaiting enrollment at the time of a seat becoming available,
- Out of state applications will not be eligible for the lottery, and
- Out of state applications will be subject to the same enrollment procedures as described in this policy.

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<sup>6</sup> Must be dated within the last sixty (60) days.