

## 2021–22 SCHOOL YEAR ENROLLMENT POLICIES

BASIS Texas Charter Schools, Inc. operates open-enrollment public charter schools that do not charge tuition and do not administer entrance examinations. Any student who resides within the geographic boundaries set by BASIS Texas Charter Schools, Inc. can attend, if there is space available. Enrollment is based on a fair and equitable system that provides for (1) an Open Enrollment period; (2) a lottery, if necessary; and (3) a waitlist.

As required by Texas Education Code §12.111(a)(5), BASIS Texas Charter Schools do not discriminate in admissions, based on sex/gender, national origin, ethnicity, religion, disability, academic ability, athletic ability, artistic ability, or the district the child would otherwise attend.

Per the BASIS Texas Charter Schools charter, we are only permitted to enroll students who reside within the geographic boundaries of the following independent school districts (ISD) and consolidated independent school districts (CISD):

- Alamo Heights ISD
- Aledo ISD
- Arlington ISD
- Austin ISD
- Azle ISD
- Bandera ISD
- Bastrop ISD
- Bedford ISD
- Birdville ISD
- Boerne ISD
- Burleson ISD
- Carroll ISD
- Carrollton ISD
- Castleberry ISD
- Cedar Hill ISD
- Cibolo ISD
- Colleyville ISD
- Comal ISD
- Coppell ISD
- Coupland ISD
- Crowley ISD
- D'Hanis ISD
- Dallas ISD
- Del Valle ISD
- DeSoto ISD
- Devine ISD
- Dripping Springs ISD
- Duncanville ISD
- Eagle Mountain-Saginaw ISD
- Eanes ISD
- East Central ISD
- Edgewood ISD
- Elgin ISD
- Euless ISD
- Everman ISD
- Farmers Branch ISD
- Fort Worth ISD
- Frisco ISD
- Ft. Sam Houston ISD
- Garland ISD
- Georgetown ISD
- Godley ISD
- Granbury ISD
- Grand Prairie ISD
- Grapevine ISD
- Harlandale ISD
- Hays Consolidated ISD
- Highland Park ISD
- Hondo ISD
- Hurst ISD
- Hutto ISD
- Irving ISD
- Judson ISD
- Keller ISD
- Kennedale ISD
- La Vernia ISD
- Lackland ISD
- Lago Vista ISD
- Lake Travis ISD
- Lake Worth ISD
- Lancaster ISD
- Leander ISD
- Lewisville ISD
- Liberty Hill ISD
- Lockhart ISD
- Lytle ISD
- Manor ISD
- Mansfield ISD
- Marble Falls ISD
- Marion ISD
- Medina Valley ISD
- Mesquite ISD
- Natalia ISD
- New Braunfels ISD
- North East ISD
- Northside ISD
- Northwest ISD
- Pflugerville ISD
- Plano ISD
- Randolph Field ISD
- Richardson ISD
- Round Rock ISD
- San Antonio ISD
- San Marcos CISD
- Schertz ISD
- Somerset ISD
- South San Antonio ISD
- Southside ISD
- Southwest ISD

- Sunnyvale ISD
- Taylor ISD
- Universal City ISD
- Weatherford ISD
- White Settlement ISD
- Wimberley ISD

*Chapters 12 and 25 of the Texas Education Code* outline various situations in which students who do not reside within the approved boundaries may attend a BASIS Texas Charter School. Please feel free to contact the office for more details.

### **Exclusion of Students with Documented Discipline Histories**

Subject to and in accordance with Texas law and the BASIS Texas Charter Schools charter, BASIS Texas Charter Schools may exclude from admission students with a documented history of a criminal offense, a juvenile court adjudication, or other discipline problem under Subchapter A, Chapter 37, of the Texas Education Code. A parent may appeal this determination to the Board of Trustees if there are extenuating circumstances concerning an applicant's prior criminal or disciplinary history in accordance with the grievance policy adopted by the Board of Trustees. A student who has been expelled from another school district or charter school will not be eligible for admission.

## **APPLICATION PROCEDURES**

### **1. Who Should Apply**

- a. Students seeking to enroll in BASIS Texas Charter Schools for the first time.
- b. Waitlisted BASIS Texas Charter School applicants who were not offered admission during the initial application year. Waitlisted applications do not roll over to the next year.
- c. Current BASIS Texas Charter School students who have submitted a Transfer Request form.

Please note: current BASIS Texas Charter School students wishing to attend the same campus or completing the highest grade offered at their current BASIS Texas Charter School should not apply using this process. Re-registration occurs at each BASIS Texas Charter School campus during the spring for all currently enrolled students.

### **2. When to Apply**

The Open Enrollment period is the period prior to the start of each school year, when a parent/guardian can complete an application for each child to the BASIS Texas Charter School(s) of their choice. Open Enrollment dates for the upcoming school year will be posted on the enrollment page of each school website.

Applications received after the Open Enrollment period had ended will not be eligible for inclusion in the Open Enrollment lottery. Instead, these applications will be processed on a first-come, first-served basis, behind applications received during the Open Enrollment period that have been placed on a waitlist.

### **3. How to Apply**

During the Open Enrollment period, a parent/guardian completes an application for each student to the BASIS Texas Charter School(s) of their choice. Parent/Guardian(s) are encouraged to submit the applications through the online application portal. However, paper copies of the application will be made available upon parent request. Applications submitted through the online application portal need not be signed to be entered in the lottery or considered for an offer of enrollment. Applicants who receive an offer of enrollment will be given instructions on how to accept the offered seat, and how to print and sign the post-registration packet.

### **4. Grade Level Enrollment**

Once BASIS Texas Charter Schools has accepted a student, the school will enroll him/her in the grade level appropriate for his/her level of preparation and content knowledge; therefore, in some cases, students may be enrolled in a lower grade than they applied for or their age would predict. Ultimately, we make every effort to set our students up for success, which includes reserving the right to place a student in a lower grade if we determine it is in the best interest of the student. As public charter schools, BASIS Texas Charter Schools enroll students in accordance with state and federal law; we do not restrict admission on the basis of academic achievement or any protected class.

#### **Kindergarten Age Requirements**

According to Texas Education Code, TEC §25.001, a child must be at least five years of age on or before September 1 of the school year where enrollment is sought in order to be offered admission.

#### **First Grade Age Requirements**

According to Texas Education Code, TEC §42.003(c), a child must be at least six years of age on or before September 1 of the school year where enrollment is sought. A child who turns six after September 1, but on or before September 30, of the school year where enrollment is sought may be considered for early admission to first grade. Consideration will be granted if the child has completed at least one year of kindergarten in an accredited kindergarten program and after completion of an individual assessment.

## **ENROLLMENT AND LOTTERY PROCEDURES**

### **1. Procedures When Applications Do Not Exceed Capacity**

At the close of the Open Enrollment period, the total number of students with completed applications is determined for each grade at each school. If the total number of applicants is less than or equal to the total capacity designated for a particular grade level at a particular school, all applicants for that grade level at that school will be offered enrollment on a first-come, first-served basis.

## 2. Procedures When Applications Exceed Capacity

If, for any grade level, the number of applicants exceeds the number of openings, there will be a lottery to determine enrollment and waitlist numbers.

## 3. Open Enrollment Lottery

If an Open Enrollment lottery is required, only the applications submitted during the Open Enrollment period will be included in the lottery. Any application received after the Open Enrollment period has ended will be processed on a first-come, first-served basis, behind any students placed on the waitlist.

The lottery is an electronic system that randomly identifies students for enrollment. All applicants who are not exempt from the lottery process, as discussed below, will participate in the lottery.

## 4. Lottery Exemptions

In accordance with federal guidance on the Charter Schools Program, BASIS Texas Charter Schools will exempt the following applicants from the lottery process if a class or grade is oversubscribed:

- a. Children of the school's founders, so long as the total number of students allowed under this exemption constitute only a small percentage of the school's total enrollment. To be exempt from the lottery process, children of the school's founders must submit a completed application before the closing of the Open Enrollment period.
- b. Children of the school's teachers and staff, so long as the total number of students allowed under this exemption constitute only a small percentage of the school's total enrollment. TEC § 12.117(d) allows enrollment of a child of an employee regardless of whether the child resides in the geographic area served by the school. To be exempt from the lottery process, children of the school's teachers and staff must submit a completed application before the closing of the Open Enrollment period.

## NOTICE OF NON-DISCRIMINATION

In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, the Boy Scouts of America Equal Access Act, and applicable state law, BASIS\* does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, disability, gender identity or expression, or any other classification protected by law in any of its business activities, including its educational programs and activities which comply fully with the requirements of state and federal law and Title IX. The following person has been designated to handle inquiries regarding the non-discrimination policies of BASIS: Beverly Traver, Compliance and Equity Investigator, BASIS Educational Group, LLC., 7975 N. Hayden Rd, Scottsdale, AZ 85258, (480) 289 2088.

*\*As used in this policy, the term "BASIS" refers to: BASIS Educational Group, LLC, BASIS Charter Schools, Inc., BASIS Texas Charter Schools, Inc., BDC, A Public Charter School, Inc., BBR Schools, Inc., and all affiliated entities.*