Boulware Springs Charter School

Governing Board Meeting

Special Meeting was held at:

Boulware Springs Charter School

## 1303 NE 23rd Ave., Gainesville, FLWednesday, March 2nd, 2016

## 6:00 pm

## Notification to the public via school’s website

MINUTES

1. SESSION: 6:01 p.m.
	1. Attendees

Board Members: Steve Sommer, Larry Lopez, David McDonald (phone), Cindy Boulware, Carrie Geiger, Bryan Williams, Chanda Littles, Steve Bradford

Others: Kay Abbitt, Megan Lane, Candace Jones

* 1. Action Items
		1. Motion to Approve Amended Admissions Policy

Kay Abbitt and Megan Lane proposed amendments to the school’s admissions policy in order to conduct the lottery earlier to compete with area schools. Larry Lopez moved to approve the motion. Carrie Geiger seconded the motion and the motion was unanimously approved.

* + 1. Discussion/Motion to Approve Budget Amendment for Teacher Bonuses

Kay Abbitt and Megan Lane asked the Board to shift $15,240 of money saved from teacher salaries to a new budget line for one-time annual teacher bonuses to be paid in March. The Board acknowledged the great appreciation they have for Boulware’s teachers, but several board members raised concerns and potential issues associated with the teacher bonus proposal. After much discussion it was decided not to pursue teacher bonuses at this time (the proposal was withdrawn and a vote was not taken).

* 1. Items for Discussion Only (No Action)
		1. Discussion of CSP visit and Board member attendance

Kay Abbitt and Megan Lane discussed the need for a Board member to be present at the school on Thursday, March 10th, for a site visit from the state of Florida regarding CSP grant monitoring. Board members will check their calendars and let Megan and Kay know if they are available.

1. ADJOURNMENT: 7:09 p.m.

The next board meeting is scheduled for 6:45 p.m. Tuesday, April 5, 2016 at the school.

Respectfully Submitted:

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Larry Lopez, Vice Chair Date

Approved by Governing Board: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date



**BOULWARE SPRINGS CHARTER SCHOOL, INC.**

**STUDENT ADMISSION**

**POLICIES AND PROCEDURES**

**Admissions**

Any student eligible to attend a public school in Alachua County is eligible for enrollment at Boulware Springs Charter School. Students must be eligible for Grades K-5. The School is committed to enrolling a diverse student population and shall abide by the provisions in the Florida Educational Equity Act, Section 1000.05(2)(a), and Florida Statutes that forbid discrimination on the basis of race, religion, sexual orientation national origin, gender, marital status, ethnicity, or disability.

Enrollment will also follow 1002.33(15)c, which includes enrolling students according to racial/ethnic balance provisions in 1002.33(7)(a)8. In accordance with 1022.33 (10)(d), a charter school may give enrollment preference to populations denoted in its rules and procedures.

**Application Process**

Applications may be obtained at the office or on the school’s website. Applications will not request information related to academic history, race, ethnicity, socioeconomic status, disability status, or English language learner status. Applications may be submitted to the front office of the school, via mail, or through the website. Upon submission, all applications will be screened for completeness. Kindergarten parents must provide proof of child’s age during application process. The child must be 5 years of age by September 1st of the school year in which the student is applying to attend Kindergarten.

All applications will be date/time stamped as they are received and filed by grade level and maintained at the school. Student applications for each upcoming school year will be accepted beginning December 1st through March 5th. After priority admission, if the number of applicants remaining is less than the number of seats available for any grade level, all applicants will be admitted. Subsequent registration periods will be publicly noticed with a clear beginning/ending date for remaining seats. At the end of each registration period, the school will determine if a lottery is necessary and will follow the procedures below.

If the number of applicants exceeds the number of seats available during the registration period, the remaining applicants will be placed in a lottery per grade level, and students will be admitted as they are drawn from the lottery until each class is filled. The lottery will be conducted on March 6th either in public or witnessed by an independent third party. This is in compliance with 1002.33(10)(b). The remaining applicants that were not admitted through the lottery process will be placed on a waiting list in the order drawn from the lottery. Parents will be notified in writing of their acceptance by March 10th, and must respond to the school of their decision to attend by March 25th. Parents who enroll their children will be required to attend a school orientation and sign a parent involvement contract. If an accepted applicant decides not to attend the school, the slot will be given to the first person on the waiting list.

**Parent Contact Information**

If parent/guardian contact information changes on the application, the school should be notified immediately. If the parent/guardian cannot be reached, the student application will be withdrawn from the waiting list.

**Enrollment Preference**

Florida Statute provides that the School may give enrollment preference to certain student populations. Students will be offered admission without going through the lottery process provided their applications are received and accepted by the deadline and space is available for the appropriate grade level. If there is no available space, siblings will then receive priority placement on the waitlist. Students who may receive enrollment preference include students who:

* are siblings of a student enrolled in the school;
* are children of a member of the Founding Governing Board;
* are children of an employee of the school;

**Waiting List**

A waiting list will be maintained for each grade level if applications exceed available space. Parents will be notified in writing if their student has been placed on the waiting list. All vacancies for the current school year will be filled from the waiting list.

**School Orientation and Registration**

Each accepted student and their parent/guardian are required to attend a School Orientation and parents must sign a parental involvement contract. Parents/guardians must attend registration. Parents must also provide a copy of the child's birth certificate, immunization records, physical exam and proof of promotion at the time of registration*.*