

KUALAPU’U SCHOOL
ADMISSIONS AND ENROLLMENT POLICY

Approved June 19, 2020

Effective SY 2021-2022

As public charter schools, Kualapu’u School does not discriminate against any student or limit admission based on race, color, ethnicity, national origin, religion, gender, sexual orientation, income level, disability, level of proficiency in the English language, need for special education services, or academic or athletic ability.

As a public conversion charter schools, Kualapu’u School gives enrollment priority and first admission to all students living within the school’s geographic service area as determined by the State Department of Education for the grades that were in place when Kualapu’u School converted to a charter school; and then to all students currently enrolled at the school up to the capacity of the school. For Kualapu’u Kula Kaiapuni, Kualapu’u’s Hawaiian-language immersion program, the geographic service area is considered the entire island of Moloka’i. Prospective immersion students have the same priority for enrollment into the immersion program as students who reside within the school’s geographic area and currently enrolled students.

Kualapu’u School is a public charter school open to all students who reside in the State of Hawaii, and as such, families who live outside the school’s geographic service area are not required to submit a state Department of Education Geographic Exemption in order to apply for admission and attend the school.

However, the admission of new students who reside outside of the school’s geographic service area is subject to the available capacity in each respective grade level of the school after the admission of all students who reside within the geographic service area.

A student who is currently enrolled in another charter school that has been notified of the prospect of revocation in accordance with section 302D-18, or is closing in accordance with section 302D-19, whichever occurs first, will be given first priority to enroll after student’s living within the geographic area and students currently enrolled, or will be placed at the top of the waitlist for enrollment.

Kualapu’u School shall fill any such excess capacity by prioritizing enrollment in the following order of enrollment preference:

1. Students who reside within the geographic service area;
2. Currently enrolled students;

3. Siblings of current students;
4. Children of faculty, staff, and Governing School Board members, up to ten percent of the school's present enrollment;
5. Students who are currently enrolled in another charter school that has been notified of the prospect of charter revocation or closing; and
6. All other applicants.

Public Admissions Lottery

Kualapu'u School shall admit students until the school reaches its enrollment capacity after first admitting all students who reside within the geographic service area and all currently enrolled students. If the number of remaining applications then exceed the available enrollment capacity, admissions to fill the remaining enrollment capacity shall be determined by a public admissions lottery. The admissions lottery will be conducted publicly by randomly drawing names from among all the remaining applicants for each grade level that the school services in the order of the enrollment preferences, and will take place in the spring of each school year.

The family of a student selected by lottery shall be notified of the selection and given a time limit to confirm the student's enrollment before admission is offered instead to a student on the waitlist described below, if any.

In the event the school has reached its capacity, and new applications for children of faculty, staff, and Governing School Board members would cause the number of such students to exceed 10 percent of the school's enrollment at that time, a separate admissions lottery shall first be held among such applicants for openings up to the 10 percent limit. Unsuccessful applications from this lottery shall be added to the subsequent lottery for all other applicants.

Waitlist

After the enrollment capacity in each grade level is filled, the remaining names of applicants for each grade shall continue to be drawn randomly by lottery and assigned a place in order for that grade's admission waitlist. If an opening should become available in a particular grade level, families shall be offered the open space in the order of their position on the waitlist, until all open spaces are filled.

Additional applications received after the admissions lottery is conducted shall be added to the grade-level waitlist in the order received.

Admissions Period

New student applications shall be accepted by the school year-round for the following school year.

The annual “official student count” date set by the State Public Charter School Commission marks the end of the admissions period for that school year. After that date, only new students who reside within the school’s geographic service area will be admitted to the school, the admissions process will reset, and new students from outside of the school’s geographic service area will need to reapply for admission for the following school year.

All registration paperwork will need to be completed prior to starting school. Once all paperwork is completed and submitted to the registration office, student will be able to start classes.

Once admitted, students are not required to reapply each school year for enrollment in subsequent grades.