



Moving Everest Charter School Lottery Policy

Description of how parents obtain and submit the application form

You can find the applications online on the Moving Everest Charter School website at www.movingeverest.org. The application period for the 2024-2025 school year is from January 1, 2024, to March 29, 2024, until 3:00 pm. All applications submitted during this period will be included in the lottery on April 2, 2024. Applications received after the lottery, up to September 30, 2024, will be added to the waitlist in the order they are received, following the results of the lottery.

When & Where Lottery Will Be Held:

The lottery will occur at Moving Everest Charter School, 416 N. Laramie, Chicago, IL 60644, on April 2, 2024, at 10:00 am. All applicants will be reminded of the lottery date as it approaches, but applicants or their family members need not be present to secure a spot if selected.

Who Can Be Present During The Lottery:

Members of the public, including parents and representatives from CPS, may be present.

Student Selection:

Moving Everest Charter School is an open-enrollment school, accepting all students who apply if seats are available. If we receive more applications than seats, a lottery happens. Students are chosen via a lottery system facilitated by an automated and randomized software program called PowerSchool-Enrollment. The lottery operates according to the following sequence:

- Currently enrolled students
- Siblings of current students are given priority in admission if sibling status is noted at the time of application. For the purpose of this policy, a sibling is defined as natural siblings, step-siblings, foster siblings and adopted siblings, as evidenced by the documentation required by the principal or designee.
- A sibling of a student who is scheduled to transfer to another school, prior to the enrollment of the sibling who is applying for admission, shall not be eligible for this priority.
- Applications from siblings without currently enrolled siblings will also receive priority.

Parent Notification/Communication (Admittance/Waitlist Status):

Applicants selected in the lottery will receive acceptance notifications by mail and email and must confirm or decline their enrollment by the specified date in the notification letter. Those placed on the

waitlist will be informed of their waitlist number via phone and email. Additionally, applicants can call the school to inquire about their status one day after the lottery and will receive the results by phone and email.

Notifications for acceptance or waitlist status for the 2024-2025 school year will be dispatched on April 2, 2024. Accepted applicants must submit their responses by April 30, 2024. Failure to respond by the deadline will prompt contact with the next applicant on the waitlist. As vacancies arise, the first person on the waitlist will be notified through both phone and email. A five-day window will be provided for a response from the date of contact. If the school has not been contacted within this period, the next applicant on the waitlist will be contacted

Method for maintaining an updated waitlist throughout the school year.

As openings occur throughout the summer and up until September 30, 2024 for any particular grade, the first person on the waitlist will be contacted by phone and via email (all contact numbers and emails on the application submitted will be called and emailed). From the date applicants are first called and emailed, five days will be given to receive a reply back. If by then, the school has not been contacted, the applicant will be removed from the waitlist. We will then proceed to contact the next person on the waitlist.

CPS Communication/Posting:

The lottery will be videotaped by Moving Everest Charter School Director of Operations, and the file will be uploaded to Epicenter.

Moving Everest Charter School acknowledges the requirement to submit an updated waitlist to the authorizer (CPS) on a quarterly basis, and will submit an updated waitlist for SY 2024-2025.