



HEARTLAND LAKES COMMUNITY SCHOOL EXISTS TO EMPOWER SCHOLARS TO:
 BRAVELY LIVE THEIR TRUTH,
 TO BECOME WISE STEWARDS OF THE LAND AND RESOURCES
 AND TO IGNITE LASTING CURIOSITY THAT LEADS TO POSITIVE CHANGE IN THEIR SCHOOL, THEIR COMMUNITIES, AND THEMSELVES.

Policy 537 Kindergarten Lottery Policy

Adoption:	December 16, 2024
Revision History	
Last Board Review: December 16, 2024	
Next Board Review: December 2025	
Review Frequency: Annually (per Policy 208)	

I. PURPOSE

The purpose of this policy is to establish a clear understanding of the Heartland Lakes Community School's kindergarten lottery process.

II. GENERAL STATEMENT OF POLICY

HLCS practices a Kindergarten enrollment process that is fair and balanced. HLCS will not limit admission or establish any criteria or requirements for admission that are inconsistent with MN Statutes 124D.10 subdivision 9.

III. DEFINITIONS

Enrolled: when the application is received and a student is placed in an open position within a grade level.

IV. PROCEDURE

- A. The Kindergarten lottery for children eligible to enter Kindergarten in September will be held each year within 10 business days of the last day of the open enrollment period with the full lottery draw as laid out in Policy 538.
- B. Openings will be filled per Minnesota State Statute as follows:
 - 1. A sibling of an enrolled student and/or foster child of that student's parents/guardians.

- a. It is the parent's/guardian's responsibility to submit a completed enrollment form for a sibling who is entering kindergarten. Any form received after the due date will be added to the waiting list.
 - 1. When one twin/multiple is drawn to fill an open position, the other twin/multiples are automatically considered a sibling of an enrolled student and received sibling preference.
 - 2. If the Kindergartener has siblings in other grades, they will now be considered a sibling of an enrolled student and receive sibling preference.
- 2. Child/children of HLCS staff.
 - a. It is the parent's/guardian's responsibility to submit a completed enrollment form for a child of a teacher who is entering kindergarten. Any enrollment forms received after the due date will be added to the waiting list.
 - b. A person is considered a staff member after completing their first day of work as outlined in their contract.

V. REVIEW

The Board will review this policy annually.

Note: The applicability and enforceability of this Policy 537 is limited to, and qualified by, Minnesota or Federal law that, at the time any such circumstance within the scope of the policy arises, may be contrary to some aspect or all of the policy.