



NEWSLETTER

IMPT: 11/17 ENROLLMENT NEWS

All,

OneApp: Year 5 launched November 2. Since we opened, we've had over 4,000 applications submitted. We hope everybody is having a smooth Main Round so far. Please contact support@enrollnola.org with any enrollment concerns.

Please remember: the OneApp application for students infant – pre-k4 is ONLINE ONLY. Do not accept applications for students who are entering pre-k3, pre-k4, or an early childhood program for students ages infant- 4. These families should be directed to complete their application online at EnrollNOLA.org. Please screen every paper application received and return them if a family has applied for a pre-kindergarten program.

UPDATES & MATERIALS

Students Returning from Expulsion

As the semester draws to a close, our Transitions Team will be reaching out to students who are eligible to return to their prior school following the completion of their expulsion term(s). As a reminder, students who are eligible to return to their prior school will automatically be reassigned once their expulsion term is complete, unless they choose to remain at Crescent Leadership Academy or their alternative placement. Please expect Stella Cziment to be reaching out to you with more information about your school's returning students after the Thanksgiving holiday. Contact stella.cziment@rsdla.net with any questions.

Round Robin Update

The table below shows the current status of the Round Robin cycles for each grade. Note the Round Robin grades that have fewer than 10 school choices remaining (highlighted yellow). The Round Robin will be reset in these grades when there are only 4 school choices remaining and all non-exempt schools will re-open a Round Robin seat. Schools have the option of submitting an exemption request for future Round Robin cycles.

Schools with current Round Robin exemptions are detailed on the schools' password protected webpage. If you do not have access to that page, please email support@enrollnola.org. Refer to previous enrollment communications for more information on the exemption request process.

No Round Robin cycles were reset this past week

Grade	Cycle	Exemptions	Schools Chosen	Schools Remaining
K		Round Robin Not Initiated		29
1		Round Robin Not Initiated		19
2		Round Robin Not Initiated		14
3		Round Robin Not Initiated		19
4		Round Robin Not Initiated		20
5		Round Robin Not Initiated		21
6		Round Robin Not Initiated		22
7		Round Robin Not Initiated		12
8		Round Robin Not Initiated		19
9	5	5	0	11
10		Round Robin Not Initiated		5
11	2	1	2	13
12	1	1	10	5

IMPORTANT REMINDERS

OneApp Resources for Families

Our team is pleased to share the attached guide to help families successfully navigate the enrollment process, “How to fill out your OneApp.” Please share this resource with any family who plans to apply this year, as well as with your faculty and staff who will be helping families complete their applications. As you use this resource, we welcome any feedback on how it could be improved or expanded. This resource will also be available online at EnrollNOLA.org, and at Family Resource Centers soon.



Reminder: School Application Collection Policies

With the Main Round in full swing, we'd like to take this opportunity to remind schools that families should always complete their application independently so their preferences are honored.

Why is this important?

If a parent submits an application and their student is assigned to one of their selections, they will lose their seat at their current school. Additionally, newly submitted applications overwrite previously submitted applications. For these reasons, we want to be certain that a parent is only being placed elsewhere if they have submitted an application in good faith.

What do schools need to know?

We will hold schools accountable if they fill out any part of the application for a parent (except the "Accepted By" portion, which the school is required to complete). Applications should not be pre-populated with school choices and the application should only have the parent's handwriting on it.

If a staff member identifies an error on a student's application, the staff member should contact the family to obtain the correct information. The staff member should then note the change on the application form, along with the initials of the staff member making the change, the date of change, and name of parent/guardian who confirmed the change.

If a parent alleges that a school submitted any portion of an application on their behalf, we will honor the parent's wishes. We will take very seriously any allegation that an application was entered on behalf of a family that they did not willingly submit, and will take action accordingly.

What will happen if these expectations are not followed?

The Offices of Student Enrollment and Charter Accountability may issue a Notice of Breach if schools are improperly entering applications. Schools risk losing the privilege to accept and data enter applications at their school sites in the future. Please communicate these expectations to any staff participating in recruitment activities. All paper applications must be saved and made available to the Office of Student Enrollment upon request.

How can we avoid potential discrepancies about applications?

We want to urge schools to encourage families to apply online. This enables the family to get an email receipt and to receive a notification of their placement immediately upon roster finalization. It also removes any ambiguity if an application is challenged in the future. We encourage schools to set up computer stations at recruiting events for families to complete online applications. As we increase the percentage of applications submitted online, we will improve communications with families, increase application data quality, streamline processes, and save money on print materials. All of this will help increase our overall operational efficiency, reduce enrollment timelines, better serve families, and assist schools.



Tips for Conserving Your Hard Copy Applications

- Set up computer stations for families to submit applications online.
- Mark several hard copy applications as school / reference copies, so you can reserve a supply.
- If a large family needs applications for several students, copy just the application pages, one for each student, and provide those with a single copy of the catalog.
- Please note that a PDF of the application will be available online in English, Spanish, and Vietnamese for the entire Main Round.

Please email support@enrollnola.org with any questions or concerns.

Thank you,
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