



STANDARD POLICIES AND PROCEDURES

POLICY NAME ENROLLMENT	Section: A Policy Number: 2 Effective Date: 4/22/2022 Review Date:
---	---

PURPOSE

The La Academia de Esperanza (LADE) Governance Board in accordance with the New Mexico Statutes 1978 (NMSA 1978) 22-8B-4.1, institutes the following Enrollment Policy.

PROCEDURE

1. Any student, regardless of where they reside in New Mexico, who meets the State of New Mexico's eligibility requirements for attending school, may attend LADE.
2. LADE does not discriminate on the basis of race, color, creed, gender, sexual orientation, religion, disability, or any other protected class in its programs or admissions policies. (NMSA 1978 22.8B-4A)
3. The enrollment process will be shared via newspapers, postings, and the school website.
4. Students who have been expelled from any school district or private school in the state or any other state in the previous 12 calendar months are not eligible for enrollment at LADE. (NMSA 1978 22-4.1- E5)
5. LADE, approved by the New Mexico Public Education Commission or Albuquerque Public Schools serves students in Grade 9 through Grade 12. The maximum enrollment is 385 students. LADE does not charge tuition nor have admission requirements, except as otherwise provided in Public School Code, Sections 22.1.1 et seq., NMSA 1978.
6. Students are enrolled in the following process:
 - Kindergarten students must be five years old before September 1 to enroll. (6.30.5.8 NMAC)
 - Students who have been enrolled and remain in attendance through subsequent grades will have enrollment preference. (NMSA 1978 22.8B-4.1 B1)
 - Siblings of currently enrolled students and children of LADE staff will be given enrollment preference for openings in all grades.(NMSA 1978 22-8B-4.1-B2) If a student is accepted for the upcoming school year through sibling preference or staff preference, but the currently enrolled LADE student does not return for the following school year, the child will not receive sibling or staff preference and will be placed on the waiting list based on their lottery number.
 - The total number of lottery students accepted for enrollment will not exceed the number of openings available. The dates for open enrollment by



STANDARD POLICIES AND PROCEDURES

lottery draw and the date for the lottery drawing shall be listed on the LADE website to ensure that there is equal opportunity for all parents and students to learn about the school and apply.

7. Disenrollment due to invalid enrollment:
“Invalid enrollment” refers to an enrolled student who has not met the requirement of law for enrollment in school, either as to age, residence, immunization, or other reasons, or has not complied with the conditional enrollment requirements. 6.10.4.7 (D) NMAC Where a student is found to have an invalid enrollment, the student will be disenrolled from school in accordance with the procedures set forth by LADE.
8. There is no appeal process for non-enrolled individuals.
9. LADE will adhere to all state and federal regulations regarding homeless youth. (McKinney-Vento 6.10.3 (D) NMAC)

The LADE Head Administrator shall promulgate additional procedures to implement this policy.