



## HOW THE LOTTERY WORKS

### A) PREPARING FOR THE APPLICATION WINDOW AND LOTTERIES

Prior to the opening of the application window, the Office of Access and Enrollment Services (OAES) meets with the administration of all Choice Schools and Magnet Programs to determine which grades will host a lottery and the number of seats available for the upcoming school year based on capacity.

The OAES determines the percentage of seats allotted for each lottery. Individualized lotteries for the campus are created based on the following considerations:

- Best practice of the programmatic model (i.e., Montessori, dual language, etc.)
- Prioritizing students living within campus attendance zones (if applicable) or priority area (if applicable)
- Prioritizing siblings of students currently enrolled at the campus
- Ensuring equity and access for all students, regardless of academic abilities and where they live
- Prioritizing student demographics (i.e., socioeconomic status, at-risk status, Emergent Bilingual status, etc.)

#### EXAMPLES

Advanced Learning Academy has four different lotteries:

- Priority Area
- In District | Economically Disadvantaged
- In District | Non Economically Disadvantaged
- Out of District

Bonham Academy enrolls all students living within their attendance zone, but has three different lotteries for students outside their attendance zone (includes in district and out of district):

- Dual Language | English – Non Attendance Zone
- Dual Language | Spanish – Non Attendance Zone
- Non Dual Language – Non Attendance Zone

Edison High School magnet programs each have two different lotteries:

- Attendance Zone
- Non Attendance Zone (includes in district and out of district)

### B) DURING THE APPLICATION WINDOW

1. Families complete an application on paper or online for their desired Choice School(s) or Magnet Program(s).
2. The application asks a series of questions to determine a student’s demographic information.
3. Each application is tagged with flags depending on the information entered. The flags include the following:

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| <ul style="list-style-type: none"> <li>🚩 <b>EMPLOYEE CHILD<sup>1</sup></b> - Parent/guardian works for SAISD</li> <li>🚩 <b>IN DISTRICT</b> - Address is zoned within SAISD boundaries</li> <li>🚩 <b>OUT OF DISTRICT</b> - Address is zoned outside of SAISD boundaries</li> <li>🚩 <b>ATTENDANCE ZONE</b> - Address is zoned within the campus’ attendance zone</li> <li>🚩 <b>PRIORITY AREA<sup>2</sup></b> - Address is zoned to an area within a predetermined radius</li> <li>🚩 <b>PK QUALIFYING</b> - Student meets state Pre-K eligibility requirements</li> <li>🚩 <b>SPANISH</b> - Student answers “Spanish” to language question</li> <li>🚩 <b>ENGLISH</b> - Student answers “English” to language question</li> </ul> | <ul style="list-style-type: none"> <li>🚩 <b>SIBLING ATTENDING<sup>3</sup></b> - Applying student has a sibling currently attending the campus</li> <li>🚩 <b>SIBLING APPLYING</b> - Applying student has a sibling also applying to enter the campus</li> <li>🚩 <b>ECONOMICALLY DISADVANTAGED</b> - Family qualifies for free and reduced-price lunch per federal guidelines</li> <li>🚩 <b>NON ECONOMICALLY DISADVANTAGED</b> - Family does not qualify for free and reduced-price lunch per federal guidelines</li> <li>🚩 <b>COMPREHENSIVE &amp; TARGETED SUPPORT<sup>4</sup></b> - Student is currently attending Comprehensive and Targeted Support School as designated by the Texas Education Agency</li> </ul> |
|--|---|

4. Applications submitted during the application window are considered for the lottery. It is not a first-come, first-served system for filling seats. Applications submitted on the first day of the window will have equal consideration in the lottery as applications submitted on the last day of the window.



## C) CONDUCTING THE LOTTERY

1. After the application window closes, applications are reviewed for completion and duplicates are removed prior to running the lotteries.
2. Applications are sorted into appropriate lotteries by the flags associated with their submission (see description of flags in the “During the Application Window” section).
3. The OAES reviews the number of applications that were sorted into each lottery.

### APPS < SEATS

If there are **FEWER** applications than available seats, then no lottery is conducted and all students are accepted (e.g., 20 applications for 30 available seats).

### APPS > SEATS

If there are **MORE** applications than available seats, then a lottery is conducted (e.g., 50 applications for 30 available seats).

- The system randomly assigns all applications in each lottery a number.
- The system then sorts the applications in numerical order from lowest to highest.
- Applications at the top receive the initial offers. The rest of the applications are placed on a waitlist based on the order assigned by the system.

For example, the Priority Area lottery for Advanced Learning Academy might have 50 applications for 30 available seats. All 50 applications are randomly assigned a number from 1 through 50 and then sorted into numerical order. Applications 1 to 30 receive the initial offers. Applications 31 to 50 become the first applications on the waitlist, numbered 1 through 20.

## D) CREATING WAITLISTS

1. Waitlists are generated annually, and new waitlist numbers are assigned. They do not carry over from one year to the next.
2. For applications submitted during the application window, waitlists are initially generated by the system when the lottery is conducted. After applications are sorted according to their randomized number, the applications at the top receive offers, and the rest of the applications are placed on the appropriate waitlist according to the order generated by the system.
3. Applications submitted after the application window closes are added to the end of the lottery-generated waitlist according to the date and time stamp of their submission.

<sup>1</sup> *Employee Child flag: The application is considered In District, regardless of applicant address, as an employee benefit.*

<sup>2</sup> *Priority Area flag: The application is considered Priority Area only if applicant lives inside District boundaries.*

<sup>3</sup> *Sibling Attending flag: Twenty-five percent (25%) of all available seats at a Choice School or Magnet Program may be set aside for siblings of students who are currently attending the campus and will still be attending the following school year.*

<sup>4</sup> *Comprehensive & Targeted Support Schools (CTSS): Waitlisted families may experience waitlist movement when an application flagged as CTSS is received, as these applications are given priority on their respective waitlists.*