

## Memo:

Dear Charter School Leaders,

Thank you to all Charter School Leadership Teams for your continued efforts to submit each of your school's policies aligned with the performance framework measures. This memo serves to inform you that the submission of important documents related to your Enrollment Policy and Lottery Application has changed on the Performance Framework beginning with the 2025-2026 school year. This particular Epicenter task has been combined to include previous individual submissions of A6 (Enrollment/Lottery Policy) & A6.02 (Lottery Application). They are now rolled into one Epicenter task: GOV1. **The GOV 1 Enrollment Policy and Lottery Application must be submitted to OCS for review by the hard deadline of Friday, October 31st, 2025. This deadline ensures that all charter schools will have their lottery policies and applications reviewed before their individual lottery processes begin.** The hard deadline means any school that submits after the deadline will be marked as "Not Met" on the 2025-2026 Performance Framework. Please ensure this task is completed by October 31st.

The following document has been prepared and attached for your review for the updated GOV1 Submission within Epicenter:

- GOV1 - Enrollment Policy and Lottery Application

For GOV1 Enrollment Policy and Lottery Application there should be a **minimum of two submissions:**

### 1.) School's Enrollment Policy

**Description:** This policy follows the student admissions and lottery requirements as stated in North Carolina Statute, State Board of Education Policy, and signed charter agreement. Typically this policy can be found either within the school's board policies or within the Student/Parent Handbook.

**\*\*\*Note:** If the charter school runs a remote academy, it must submit a separate remote admission and lottery policy unless this policy is already incorporated into the school's existing facility's student admission and lottery policy. For guidance related to remote charter academy admissions, please contact Julie.Whetzel@dpi.nc.gov.

If the school is using lottery priorities, please review [Admission Requirements G.S. 115C-218.45\(f\)\(1-8\) linked here for updated priority language.](#)

### 2.) School's Lottery Application

**Description:** This application is the document parents fill out prior to enrollment for participation in the lottery and/or weighted lottery. The submission should include the registration questions if using a third party vendor (i.e. School Mint, Scribbles,

Lotterease, etc) or a list of questions created by the school on a paper copy or soft copy (i.e. Google Form).

The GOV1 Enrollment Policy and Lottery Application should be reviewed annually by the board and school leadership.

If you have any questions or need assistance, please don't hesitate to contact the Performance Framework Team Lead, Megan Carter, at [megan.carter@dpi.nc.gov](mailto:megan.carter@dpi.nc.gov)