

STUDENT ASSIGNMENT POLICY

KRS 160.345(2)(I)3



CRITERIA FOR STUDENT ASSIGNMENT TO CLASSES AND PROGRAMS

The principal (or principal's designee) will assign students to classes and programs in a manner that will:

1. Take each student's developmental needs into account.
2. Facilitate the implementation of our School Improvement Plan.
3. Support the goal of not exceeding the state class size cap, except under the following circumstances:
 - Temporary exceptions in order to provide an appropriate assignment to a student newly enrolled in the school.
 - Permanent exceptions made after determining that no reasonable alternative will meet the student's needs.

PRIMARY & INTERMEDIATE ASSIGNMENTS (ELEMENTARY)

By May, the K-4 teachers will meet together to develop recommended class groupings for the next year using classroom observations of current students and any available data on pre-registered new students. Each grouping will include students performing at a variety of levels.

In May, the principal (or principal's designee) will consider those recommendations before making final assignments of current students and will also assign students who enter the school after the recommendations are complete. Class lists will be tentative until final enrollments are completed.

PARENT REQUESTS

Parent requests for specific teachers for their child will be accepted through mid-April. These requests must include the reason for the parent request. Requests will be taken into consideration, but are not guaranteed. Student placement is decided by the principal (or principal designee) on a student by student basis. The school's first priority in assigning students to classes is ensuring balanced classes that meet the needs of all students, including special populations with Individualized Education Plans (Special Education, Hearing Impaired, English Language Learners, Speech).

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our School Improvement Planning Process.

First Reading: 11-24-2014

Second Reading: 12-15-2014

Date Reviewed or Revised: _____

Council Chairperson's Initials _____

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Council Chairperson's Initials _____