

**North Powder
School District 8J**

Code: **JECD**
Adopted: 12/19/06
Readopted: 8/23/16
Orig. Code(s): JECD

Assignment of Students to Classes**

The assignment of students and classes to teachers is the responsibility of the principal. In all assignments, the student's welfare shall be foremost.

1. Parents shall have the right to discuss student class assignments with principals and have the right to request placement of their student. Such requests should be made known prior to June 1 of the school year in question.
2. Any desire to change class assignments during the school year may be discussed with the principal.
 - a. Class assignment changes will not typically be made after the first week of each 9 week grading period unless there are extenuating circumstances;
 - b. The administration will take into consideration staff recommendations and past academic performance of students when making assignments. Parents have the right to discuss student class assignments with administration;
 - c. Any request to change a student's assignment to a particular class by a student, parent or teacher should be referred to the administration, or their designee;
 - d. Students are to be added or dropped from teacher class rosters only when the student presents an add/drop slip from the office;
 - e. Any students with the proper add slip or who has otherwise been added to a particular class by the office, is to be admitted to class. Teachers with questions regarding a student's placement should contact the administration.

Schools offering optional programs shall offer such programs to all students. Final selection of students for a program remains the responsibility of the principal. The principal shall be responsible for developing guidelines in the selection of students for optional programs. Guidelines for student selection shall adhere to Oregon laws and reflect the program goals.

END OF POLICY

Legal Reference(s):

[OAR 581-021-0045](#)
[OAR 581-021-0046](#)