

Class Balance

It is the district's intent for each building to do everything possible to balance class size and composite on an ongoing basis. We recognize that a perfect balance will probably never happen due to changing population within a school year. However, the administrator at the elementary level and the assigned staff at the secondary level will review class size, balance in gender and for special needs students before placing a student in a class where there are multiple sections.

Elementary buildings will develop their own procedures for placing students from one year to the next that includes achieving balance in numbers, gender and special needs students. However, once school has begun, the following procedure will be used in placing students at the elementary level.

1. Parents will be asked if their student has any special needs when filling out registration form.
2. New students to the school will not be placed in school the first day they register. If additional time is needed for placement, the building administrator or designee will arrange with parents.
3. Building personnel will call previous school to ascertain if the student has any special needs with regards to 504, IEP or TAG. Personnel will ask the sending school to expedite sending the school records if they fall in any of these categories.
4. Talented and Gifted students will be placed in a classroom in pairs, unless there is only one TAG student in that grade level.
5. Administrators will decide the final placement of all students in their buildings and keep in mind gender, number and population of special needs students and the composite of the special needs students.