

Holmes High School

SBDM Council Policy

Assignment of Students to Classes and Programs within the School Required Policy

Criteria for student assignment to classes and programs:

The principal and school counselors shall ensure that students are assigned to classes and programs in a manner that will:

1. Take each student's developmental needs into account.
2. Take each student's personal goals in their Individual Learning Plans into account.
3. Implement our School Improvement Plan.
4. Attempt to not exceed the state class size cap except under the circumstances described below.

Class Size:

Temporary exception to the class size cap rule may be made in order to provide an appropriate assignment to a student newly enrolled in the school.

Permanent exceptions to the class size cap rule may be made after meeting with all teachers for the appropriate student level and topics to discuss student needs and possible solution and after determining that no reasonable alternative will meet the students' needs.

Process for Student Assignment and Parent Notification:

1. Students will be assigned according to the criteria listed above by the school counselors and principal.
2. Parents/legal guardians will be able to obtain a copy of their student's schedule at the annual student-parent meeting with the school. After that meeting, the office will provide a copy upon request.
3. Parents who wish to seek a change in the assignment of their child shall be offered the opportunity to conference with the Principal or designee, who shall have the authority to make changes.

Evaluation:

Our School Improvement Planning process includes a regular cycle of reviewing data on student performance and data on our alignment with Kentucky's Standards and Indicators for School Improvement. By analyzing that data, we will be able to tell how well this policy is being implemented and having an impact, and therefore able to tell when changes are needed.

DATE OF FIRST READING – 2-8-16

DATE OF SECOND READING – 3-14-16

Review Date – 3-13-17, 3-12-18, 3-11-19