

POLICY

2013

7212

STUDENTS

SUBJECT: STUDENT PLACEMENT

Principals are responsible for student placement in classes and courses for the subsequent school year. Class assignments are based on a variety of factors, including class size, student learning needs, and demographics. Teacher and parent input are vital to ensuring well-balanced classes that meet the needs of all learners. While the District does not honor parent requests for specific teachers, parents may provide the Principal with information on student attributes that best support the learning needs of their children. For example, Principals may take into account information on student interests and activities, academic factors, learning styles, social skills, classroom environment, and academic goals. If desired, parents can submit such requests, in writing, to the Building Principal addressing the learning needs of their children. Such requests must be submitted by May 15 of each year for the next school year. If such letters include requests for specific teachers, the letter will be returned to the parents with instructions to revise the letter with a focus on the child's learning needs.

In an effort to communicate this process to parents, Principals may choose to remind parents of the established placement process in the newsletter each spring, on the school website, in the student handbook, and/or on the parental portal if the school has one. Parents and students will be notified of class placement in June.

Once student schedules have been finalized and released, requests for changes in student placement will not be honored unless there are extenuating circumstances. Moving students at any time during the school year is disruptive and not conducive to student academic progress. The final decision regarding student placement lies with the Principal.

Date of Adoption: June 18, 2013