

ELEMENTARY CLASS SIZE EQUALIZATION

Definition of Terms:

Attendance Center: The school where a student attends.

Resident School: The school within the residential attendance boundary.

New Student: A student residing within the resident school attendance boundaries and did not attend the resident school before the close of the previous school year. (Does not include kindergarten students.)

Incomplete Registrant: A student who has initiated a registration but has failed to submit an online registration application.

Resident Student: A student that attended the attendance center the previous year.

Boundary Waiver Student: A student whose request for a transfer to another attendance center has been approved by district official for reasons other than class size equalization.

Open Enrollment Student: A student who has requested to attend in the Clinton Community School District but whose parents live in another school district.

Administrative Transfer Student: A student who was properly registered but was transferred to another attendance center for reasons of maintaining class size limits.

Administrative Procedures:

It is the intent of this policy to limit the maximum size of regular elementary classes, Kindergarten through second grade to 24 students. It is the intent of this policy to limit the maximum size of regular elementary classes, third grade through fifth grade to 27 students.

For the purpose of this policy all students, including special education students with a grade level assignment, will be included in the enrollment count.

If the grade level enrollment within an elementary school causes class sizes to exceed policy limits, a sufficient number of students will be transferred to another elementary school until class sizes are within specified limits.

When assigning a student to another elementary school for the purpose of complying with the class size policy limits the following will be considered in selecting an attendance center:

- Current class/grade level enrollment
- Ability to accommodate special program needs
- Ability to accommodate a sibling

Prior to the beginning of each school year, parents will be required to register their children for school utilizing our online registration process which includes the Annual Update of current students and the registration of new students to the district.

A student is considered registered when their parent/guardian has completed the Annual Update or submitted an online registration application.

Kindergarten Roundup does not constitute school registration. Parents of children who will be entering kindergarten in the fall will be required to complete the online registration process like any other new student to the district.

Children who have been transferred (Administrative Transfer) due to class size limits the previous school year, will be projected to attend their resident school in the fall.

Children who have been granted a "Boundary Waiver" the previous school year, will be projected to attend their resident school in the fall.

Open enrollment students who have been assigned an attendance center will be considered a resident of that attendance center until such time their open enrollment status has been terminated.

Open enrollment requests will be accepted only if it is projected that accepting an open enrollment application will not cause the district to exceed its class size limits in grades K-5. If the Board of Directors approves an open enrollment application, the applicant will be considered a new student the first year and assigned to a building after completing the online registration process.

Students who have been granted a long-term "Boundary Waiver" will be considered a resident of their assigned attendance center until such time their Boundary Waiver status has been terminated.

Applications for "Boundary Waiver" will be approved to the extent that honoring such requests will not exceed class size limits established in this policy or displace a resident student. "Boundary Waiver" requests will be considered after all class size transfers have been determined, unless the "Boundary Waiver" request would allow the district to meet class size limits without making an involuntary transfer.

Elementary class enrollments are maintained on a daily basis. If class enrollment in a particular elementary school exceeds the policy limits, the district will transfer new students to another elementary school in the order in which the new student online registration applications are received.

Students transferred due to class size limits, will be provided transportation from their home school to the assigned attendance center and back.

When transferring students for the purpose of maintaining class size limits siblings will be transferred to the extent that classroom space is available in the assigned school. District administrators will not guarantee the district's ability to accommodate any or all siblings.

Students who are transferred for class size limits and who are entitled to Title I services will continue to be provided Title I services.

Students whose families move to a different attendance area during the school year will be expected to attend the appropriate resident school attendance center. If sufficient classroom space is available, parents may elect to have their child complete the school year in their current school placement, however, transportation will be the parent's responsibility. Students in this situation will be handled as an "Boundary Waiver" and will be projected to attend their resident elementary attendance center in the fall. Parent must complete an Boundary Waiver Request Form at the Administration Building. The following criteria must be met in order for the student to attend a non-resident school per parent request: 1. Sufficient classroom space is available 2. There are no significant behavior or attendance issues 3. Receiving principal approves of the transfer.

If sufficient classroom space is unavailable and the parent allows the district to assign an attendance center, the district will provide the same level of transportation as provided other students transferred for class size purposes. Students in this situation will be handled as an "Administrative Transfer" and will be projected to attend their resident elementary attendance center in the fall.

Families who move into the district during the school year will be required to register their children online. If sufficient classroom space is unavailable the student will be assigned an attendance center and provided transportation. Students in this situation will be handled as an "Administrative Transfer" and will be projected to attend at their resident elementary attendance center in the fall.

Changes in class sizes that occur after class lists have been posted, due to changes in special education placements or natural enrollment attrition, will not result in reassignment of students once they have been assigned a school and class.

The date on which class lists will be posted will be announced during summer online registration.

Students who have been selected for retention for academic reasons will not be eligible for transfer for class size purposes for one academic year.

Students who have been assigned an attendance center for reasons of a special education services will not be eligible for transfer for class size purposes. This provision does not apply to students receiving L.D. Resource rooms services.