

SCHOOL BASED DECISION MAKING

School: Bourbon County High School

Subject (Name) of Policy: Student Assignment (Placement)

Policy Number: 02.00

Policy Statement:

Criteria for student assignment (placement) to class and programs:

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

1. Consider ability, age, gender, ethnicity, special needs, and teacher referrals.
2. Take each student's developmental needs into account.
3. Take each student's ILP into account.
4. Utilize PLCs to share thoughts on individual student needs.
5. Implement our School Improvement Plan.
6. Attempt to level classes and optimize student/teacher ratios.

Process for student assignment (placement) and parent notification:

1. Students will be assigned classes according to the criteria listed above by the school counselor and principal
2. Parents/legal guardians will be able to obtain a copy of their student's schedule, if listed in IC.
3. Written information for up-to-date immunizations will be provided to parents/legal guardians listed in IC for students entering grade 9 each spring and summer prior to enrollment. Information will also be publicized in the local newspaper May through August each year to inform families regarding requirements for up-to-date immunizations.

Evaluation:

The Continuous School Improvement Planning (CSIP) Leadership Team reviews data on student performance and data on the alignment with Kentucky state standards. After reviewing the data, the CSIP will be able to tell how well this policy is being implemented.

Date of First Reading: 2/8/18

Date of Second Reading: 3/15/18

Date Adopted: 3/15/18

Signature of Chairperson: _____

