

BCHS STUDENT ASSIGNMENT POLICY

CRITERIA FOR STUDENT ASSIGNMENT TO CLASSES AND PROGRAMS

The principal (or designee) will assign students to classes and programs in a manner that will:

1. Take each student's developmental and academic needs into account.
2. Facilitate the implementation of our School Improvement Plan.
3. Prepare all students to be ready for career level work during their high school careers.
4. *(Secondary) Implement each student's Individual Learning Plan (ILP).*
5. *(Secondary) Involve parents and students in a process for class/program assignment that involves choice including but not limited to choices in music/dance/drama and/or visual arts, practical living and/or career studies, and world languages and/or global competencies.*
6. Support the goal of not exceeding the state class size cap except temporarily to accommodate a newly enrolled student. The BCHS SBDM Council agrees when necessary to waive the state cap size.

PRIVACY RIGHTS

Information about students under the Rights to Privacy Act shall be held in confidence by the administration and staff during the student assignment process.

(HIGH SCHOOL) HOMEROOM AND CLASS ASSIGNMENT PROCEDURES

Beginning in March, the principal(s)/counselor(s) (or principal's designee) will:

1. Assign students to homeroom or advisory periods in alphabetical order, with exceptions being made only when necessary to address unusual physical needs, interpersonal difficulties, or noticeable disproportions by race or gender.
2. Assign individual students to classes after considering all relevant data including but not limited test scores, student class choices, ILPs, and teacher suggestions/requests.
3. The target date of completion of all students being scheduled into classes will be June 30th.
4. Notify parents and students of schedules for the upcoming school year by August.
5. Changes in the student schedules will be handled on a case-by-case basis by the principals/counselors (or designees) with input from teachers and/or parents if necessary.

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our school improvement planning process.

Date Adopted: _____

Date Reviewed or Revised: _____

Date Reviewed or Revised: _____

NOTES ON USING THIS POLICY

PROGRAM REVIEWS: This policy contains language that aligns with the program reviews proficient characteristics. *This language is in italics.*

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