

**HARLAN COUNTY HIGH SCHOOL SBDM COUNCIL POLICY**

<i>COUNCIL POLICY TYPE</i>	<i>POLICY NUMBER</i>
<input type="checkbox"/> <i>By-Laws (Council Operational Policy)</i>	
<input checked="" type="checkbox"/> <i>Function (School Operational Policies)</i>	<i>HC 045</i>

**POLICY TOPIC DESCRIPTION**

Assignment of Students to Classes and Programs within the School

**POLICY STATEMENT**

Counselors working in collaboration with the Principal shall prepare assignments for current students to classes for the following school year by August 1. The Principal shall present information for consideration, amendment, and approval by the SBDM Council. After Council approval, subsequent additions or amendments to student assignment lists shall be the responsibility of the Principal.

The following will be taken into consideration when assigning students to classes and programs:

- Students' programmatic needs and interests
- Scheduling flexibility to meet student needs
- Master scheduling that allows for common teacher planning to meet the academic needs of students.
- Goals and strategies outlined in the Comprehensive School Improvement Plan (CSIP).
- Class size caps adhering to state guidelines and the Collective Bargaining Agreement.
- Scheduling that results in a class that generally reflects the diversity of the students in the school as a whole, taking into account the residential addresses and the sexes of the students in the class as a whole (if all other listed considerations above have been met)
- Parent requests (if all other listed considerations have been met)
- Pre- requisite courses

In assigning students in accordance with the above considerations, no student shall be assigned to a class or a program solely on the basis of his or her race, color, national origin, sex, religious beliefs, or any other legally protectable category.

Placements may change based on student enrollment.

Parents who wish to seek a change in the assignment of their child shall confer with the Principal, who shall have the authority to make changes.

KRS 160.345 (2) (I) 3 RP

Policy Title	
Assignment of Students to Classes and Programs Within the School	
5-24-13	6-25-13
1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading For Adoption
Bob Howard	Bob Howard
Council Chairperson	Council Chairperson