**SCHOOL: BOYD COUNTY MIDDLE SCHOOL**

**POLICY: SCHOOL SPACE USE**

**CRITERIA FOR ASSIGNING SCHOOL SPACE**

The principal will assign the use of school space during the school day in a manner that will:

1. Take each student’s developmental needs into account.
2. Facilitate the implementation of our School Improvement Plan.
3. Maximize staff opportunities for sharing resources, mentoring, and collaborating with others.

**CLASSROOM SPACE ASSIGNMENTS**

To assign classroom space, the principal will:

1. At the end of the school year, tentatively assign classroom space based on the criteria in the first section of this policy and notify all staff members of their individual assignments.

**ALTERING CLASSROOM SPACE ASSIGNMENTS**

After assigning classroom space, the principal may alter those assignments:

1. When necessary to respond to unanticipated enrollment or staffing changes.
2. When the principal and affected teachers agree that a change is needed.
3. When the council changes other policies or the School Improvement Plan and recognizes in the minutes that those changes may require space use changes that cannot be put off until the next school year.

**ASSIGNMENTS OF NON-CLASSROOM SPACE**

For non-classroom space, the principal will make decisions based on the criteria in the first section of this policy after consulting with staff members who work or will work in any space affected by change from existing arrangements.

**POLICY EVALUATION**

We will evaluate the effectiveness of this policy through our School Improvement Planning Process.

Date Adopted: 4/12/17 Chairperson: KF

Date of First Reading: 3/8/17

Date of Second Reading: 4/12/17

Date Reviewed or Revised: 5/16/19 Council Chairperson’s Initials KF

Date Reviewed or Revised: \_\_\_\_\_ Council Chairperson’s Initials \_\_\_\_\_