

## **Instruction**

### **CLASS ASSIGNMENT**

**BP 6152**

The Governing Board believes students should be assigned to classes and/or grouped in a manner that provides the most effective learning environment for all students.

When assigning students to specific courses and classes, the principal or designee may consider the following criteria as appropriate for the grade level and course:

1. Staff recommendation, including, but not limited to, the recommendations of teachers and counselors
2. Skills and classroom management style of individual teachers
3. Student skill level as indicated by multiple objective academic measures, such as student assessment results, grade point average, and grades in prerequisite courses

*(cf. 5121 - Grades/Evaluation of Student Achievement)*

*(cf. 6152.1 - Placement in Mathematics Courses)*

*(cf. 6162.5 - Student Assessment)*

*(cf. 6162.51 - State Academic Achievement Tests)*

4. Balance of high, medium, and low academic achievers
5. Student interests, readiness, behavior, and motivation
6. Student/teacher ratios and, if relevant, class size reduction considerations

*(cf. 6151 - Class Size)*

The principal or designee may accept from parents/guardians any information which would be helpful in making placement decisions. However, a parent/guardian who provides such information shall be informed that a request for a specific teacher shall be one of many factors which may be taken into account when determining his/her child's placement.

During the school year, the principal or designee may make any adjustments in class placement which he/she considers beneficial to the student or the educational program.

## **Instruction**

### **CLASS ASSIGNMENT**

**BP 6152**

#### **Additional Requirements for Grades 9-12**

Except for a student enrolled in an alternative school, community day school, continuation high school, or opportunity school, or as otherwise specified below, no student enrolled in grades 9-12 shall be assigned:

1. To any course without educational content for more than one week in any semester, including any of the following situations: (Education Code 51228.1)
  - a. The student is sent home or released from campus before the conclusion of the designated school day.
  - b. The student is assigned to a service, instructional work experience, or other course in which he/she is assigned to assist a certificated employee, but is not expected to complete curricular assignments, in a course the certificated employee is teaching during that period and where the ratio of certificated employees to students assigned to the course for curricular purposes is less than one to one.
  - c. The student is not assigned to any course for the relevant course period.
2. To a course that he/she has previously completed and received a grade determined by the district to be sufficient to satisfy minimum high school graduation requirements and the requirements and prerequisites for admission to California public postsecondary institutions, unless the course has been designed to be taken more than once because students are exposed to a new curriculum year to year and are therefore expected to derive educational value from taking the course again (Education Code 51228.2)

*(cf. 6181 - Alternative Schools/Programs of Choice)*

*(cf. 6184 - Continuation Education)*

*(cf. 6185 - Community Day School)*

An exception to item #1 or #2 above may be made only if all of the following conditions are satisfied: (Education Code 51228.1, 51228.2)

## **Instruction**

### **CLASS ASSIGNMENT**

**BP 6152**

1. The student, or the student's parent/guardian if he/she is younger than age 18 years, has consented in writing to the assignment.
2. A school official has determined that the student will benefit from being assigned to the course period.
3. The principal or assistant principal has stated in a written document maintained at the school that, for the relevant school year, no students are assigned to those classes unless the school has obtained the student's or parent/guardian's consent and determined that the student will benefit from the assignment.

In addition, under no circumstances shall a student be assigned to a course period without educational content or a course he/she has already satisfactorily completed because there are insufficient curricular course offerings for the student to take during the relevant period of the school day. (Education Code 51228.1, 51228.2)

The above limitations on class assignments shall not affect the authority of the Superintendent or designee to permit the enrollment of a student in a dual enrollment, independent study, evening high school program, or other class or course authorized by law. (Education Code 51228.1, 51228.2)

*(cf. 6158 - Independent Study)*

*(cf. 6172.1 - Concurrent Enrollment in College Courses)*

Any complaint that the district has not complied with the requirements in this section regarding assignments in grades 9-12 may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 51228.3; 5 CCR 4600-4687)

*(cf. 1312.3 - Uniform Complaint Procedures)*

*Legal Reference:*

EDUCATION CODE

35020 - Duties of employees fixed by governing board

35160 - Authority of the board

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*51224.7 - California Mathematics Placement Act of 2015*  
*51228.1 - Assignment to courses without educational content, grades 9-12*  
*51228.2 - Assignment to courses previously completed, grades 9-12*  
*51228.3 - Uniform complaint procedures; noncompliance with assignment  
limitations for grades 9-12*  
CODE OF REGULATIONS, TITLE 5  
*4600-4687 - Uniform complaint procedures*

#### *Management Resources:*

##### WEB SITES

*California Department of Education, Curriculum and Instruction:*

*<http://www.cde.ca.gov/ci>*

*National Association for the Education of Young Children: <http://www.naeyc.org>*

#### **Policy**

**Adopted:** July 6, 1996

**Revised:** September 25, 2014; June 30, 2016

#### **PASADENA UNIFIED SCHOOL DISTRICT**

Pasadena, California