



FARMINGTON SCHOOL DISTRICT NO. 192	<i>ISD 192 Policy 1005</i> <i>Orig. 1991</i> <i>Revised: 02-2022</i> <i>Adopted: 01-2014</i>
POLICIES AND REGULATIONS	

ISD 192 SPECIFIC POLICIES

1005 MANAGEMENT OF ELEMENTARY CLASS SIZE

I. PURPOSE

The Board of Education shares the concerns of staff and public to maintain reasonable class sizes within our elementary schools. Many factors beyond local control such as enrollment shifts, finances, and elementary attendance areas make this a formidable task. The School Board may deviate from this policy based on approved budgetary parameters. The attached process is designed to facilitate the district's ability to manage these factors as well as possible while working toward the goal of reasonably sized classes.

ELEMENTARY CLASS SIZE MANAGEMENT PROCESS

CLASS SIZE TARGETS:

The District will utilize the following class size targets in developing its annual staffing needs. The Board will annually incorporate these targets as part of its annual budgeting process. Individual class sizes may vary due to student need and parental choice, but all reasonable effort will be expended to balance individual sections within a school.

TIME TABLE FOR DETERMINING ELEMENTARY CLASS SIZES

NOVEMBER

Board approves its annual enrollment projections for the district. The enrollment projection is utilized for determining budget and class size projection.

JANUARY/FEBRUARY

Staff, administration, and board develop preliminary budget and elementary staffing projections.

MARCH/APRIL

Board reviews and acts upon staffing requests, and principals begin process of student assignment.

APRIL/MAY

Review enrollment data to determine if any staffing changes are warranted. Class assignments for resident pupils are finalized.

JULY/AUGUST

Principals review registration data to determine potential class size changes. If needed, attempts are made to contact parents to verify fall enrollment. The superintendent is to be immediately advised of any concerns or possible changes.

ELEMENTARY CLASS SIZE TARGET RANGES

K & 1st –	20-25	If over 25 consider additional teacher, and/or other instructional resources
2 nd Gr. -	21-26	If over 26 consider additional teacher and/or other instructional resources
3 rd & 4 th Gr. -	26-29	If over 29 consider additional teacher and/or other instructional resources
5 th Gr. -	28-31	If over 31 consider additional teacher and/or other instructional resources

Whenever the enrollment in a given class exceeds the class size target for that grade level superintendent and school board will be informed of the situation, of any proposed action to be taken, and the reasons supporting that action. Any proposed action shall be reviewed and modified if necessary to meet the constraints/opportunities of budget and space or special situations that may exist.