

Book	Policy Manual
Section	(B) PROGRAMS
Title	Policy B116 - Class Size
Code	B116
Status	Active
Adopted	March 10, 1982
Last Revised	December 11, 2013
Last Reviewed	December 11, 2013

Policy Number: B116
Title: Class Size
Section: Programs

I. Authority

Class size shall be determined by the Joint Committee after consultation with the Director.

II. Responsibility

The Director shall prepare guidelines for class size which shall take into account:
Pennsylvania Department of Education room capacity
Availability of equipment and student stations
Certification, Licensure and Affiliation Requirements

III. Guidelines

The Joint Committee authorizes the Director to conduct a full-time course when student enrollment is 18 or more students.

The Joint Committee authorizes the Director to make necessary modifications to the guidelines consistent with changes in enrollment data, the guidelines noted above, and appropriate lead-time for the effective opening of school. Necessary changes will be presented for ratification at a subsequent Joint Committee meeting.

If the September 30 enrollment in any of EASTERN's full-time career and technical offerings is less than eighteen (18), the Occupational Advisory Committee, Executive Advisory Committee shall, with the involvement of the instructor and a representative of the Eastern Center for Arts and Technology Educators' Association; determine the need of the local economy to support workers in the occupation serviced by the program. If it is determined that sufficient need does not exist, a recommendation to terminate the program will be submitted to the Joint Committee for the following school year.

If the need for the program is supported, recommendations on how to modify the program if necessary and increase interest and enrollment in the program shall be developed and the program will be offered for the following school year. At the conclusion of this following school year, the June registration will determine the status of the program.

Adopted: 3/10/82
Revised: 11/13/91

Revised: 01/08/03
Revised: 12/11/13