Class Assignment

Adopted: 12/08/1998 **| Last Revised:** 05/05/2026 **| Last Reviewed**: 05/05/2026

The Board of Education 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. Student skill level as indicated by multiple objective measures, such as student assessment results, grade point average and grades in prerequisite courses

3. Balance of varied learning proficiencies

4. Balance of students with needs such as section 504 and/or an IEP.

5. Student interests, readiness, behavior and motivation

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 requests for a specific teacher shall be one of many factors which may be taken into account when determining student placement.

During the school year, the principal or designee may make any adjustments in class placement considered beneficial to the student or the educational program.

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 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:

    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 they are 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 a student 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 new curriculum year to year and are therefore expected to derive educational value from taking the course again

An exception to items #1 or #2 above may be made only if all of the following conditions are satisfied:

1. The student, or the student's parent/guardian if is the student 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 they already satisfactorily completed because there are insufficient curricular course offerings for the student to take during the relevant period of the school day.

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.

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 Board Rule 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.

Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Legal References:

STATE
CALIFORNIA CODE OF REGULATIONS
5 CCR 4600-4687 Uniform complaint procedures and Williams complaints
EDUCATION CODE
35020 Duties of employees fixed by governing board
35160 Authority of governing boards
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
51705-51879.9 Authorized classes and courses of instruction

HEALTH & SAFETY CODE
1374.58 Coverage for registered domestic partners; health service plans and health insurers

MANAGEMENT RESOURCES

WEBSITES
CSBA District and County Office of Education Legal Services https://legalservices.csba.org/
National Association for the Education of Young Children http://www.naeyc.org/
California Department of Education, Curriculum and Instruction Resources http://www.cde.ca.gov/ci

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