

NOTE: This meeting will be held in the Boardroom.

*Starting/ending times may vary

Tuesday, October 11, 2022 Starting Time: 6:00 – 6:20 p.m.*

CHAIR: Ms. Robbins

MEMBERS: Mr. Mancl, Vice Chair

Mr. Burg Mr. Laster

(a quorum of the Board may be present)

The Curriculum and Instruction Committee meeting will be held in the Board of Education meeting room, 3330 Stahl Road, Sheboygan, Wisconsin on **Tuesday**, **October 11**, **2022 at 6:00 p.m.** The following items will be presented for consideration at that time:

Please note some Board members may be participating in this Board meeting via teleconference or other remote access technology. Members of the public who attend the meeting will be able to hear any open session dialogue between such members and the Board members present in the Boardroom. In addition, the District is offering audio and video access to the meeting via phone connection by calling 1-312-626-6799 with Meeting ID: 876 3390 1630 and Passcode: 112210 or https://us06web.zoom.us/j/87633901630?pwd=Rk5sR2pQS3FPMDI5ekNEWUZFcE8rQT09 at the scheduled meeting time.

REPORT TO THE CURRICULUM & INSTRUCTION COMMITTEE AGENDA

2 Min. 1. **GERMANY FIELD TRIP – Mr. Jacob Konrath** (Information/Action)

The administration recommends the approval of North High School students to travel to Berlin, Frankfurt, and Munich, Germany from June 19-29, 2023 to enhance the curriculum for North High School students and staff as per Policy 2340.

2 Min. 2. COSTA RICA SERVICE LEARNING FIELD TRIP – Mr. Jacob Konrath (Information/Action)

The administration recommends the approval of North High School students to travel to Costa Rica in June 2023, to experience language immersion, cultural enrichment and service learning by helping with projects at the area school as per Policy 2340.

5 Min. 3. SUMMER SCHOOL REPORT – Mr. Jacob Konrath/Ms. Kristin DeTroye (Information/Discussion)

The administration will provide a summary of results for the 2022 summer school program.

9 Min. 4. CLASS SIZE REPORT – Mr. Jacob Konrath (Information/Discussion)

The fall Class Size Report will be presented per the format approved by the Board of Education.

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, AND/OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

1. Name of Group: North High Germany 2. Date of Application: September 21, 2022 3. Person Making Application: Jill Krause 4. School: North High School Germany: West & East 5. Proposed Event: Frankfurt - Munich - Berlin 6. Destination: 7. Dates of Travel: June 19th through June 29th, 2023 German Culture 8. Purpose: 9. # of students (estimate): 10 10. # of chaperones: 2

11. Is this field trip a regional/national competition?

Yes

No

12. If yes, what are the qualifying criteria for participation?

13. Estimated Costs

Use the appropriate worksheet to calculate the cost of the trip. Use the results from the worksheet to complete the section below. The worksheet must be submitted along with this form to the Assistant Superintendent Student & Instructional Services.

	B. Cost by Funding Source
3,982	Source Students (\$ 3,982 e
39,820	Chaperones (\$0 e
2	Grants
	Building Funds
30.820	District/Central Admin Fur Other - specify here:
39,020	Total Cost of Trip
	3,982 39,820 2 0

Source			Total
Students	(\$ 3,982	each	3,982
Chaperones	(\$ 0	each	0
Student Grou	p/Fundrai	ising	0
Grants			0
Building Fund	s		0
District/Centra	al Admin	Funds	0
Other - specif	y here:		0
Total Cost of			39,820

Continued on next page . . .

Yes

Yes

X

No

No

	Experience German culture and historical sites: Neuschwanstein, Dad Jewish Museum	chau, Checkpoint Charlie,
b.	How will students demonstrate their learning from this experien specific activities that will take place after the field trip.)	ce? (Please describe
	They will be utilizing their language skills while in Germany and contri They will share their experiences in class the next year.	buting to the travel diary.
C.	How will SASD staff members involved in the field trip use their this field trip to enhance their classroom activities?	experiences during
	Update German cultural and language knowledge: learn about curren skills, and collect realia for the classroom	t trends, refresh language
d.	Who will the chaperones be and how were they selected?	
	Fellow North High language teachers if necessary. We collaborate on	student travel.
Ver	ify that the appropriate documentation will be provided for this fie	ld trip.
a.	The school's extended travel rules and a detailed itinerary will be provided to each student and parent/guardian before the trip.	x Yes No
b.	Parents/guardians will review and complete the following forms, returning them to the school, before the trip takes place:	
7.00	Consent for Treatment of Student	x Yes No

Use the space below to answer the following questions. Do not submit additional pages.

a. What activities will the students be engaged in while on the trip?

Student Travel Notice and Consent form

The Parent/Legal Guardian Exclusion Waiver form (applies only to trips outside the continental US)

The space below will expand to fit your needs.

14.

15.

16. Route this form for approval. Follow the guidelines on the cover page of this form.

Signature	Title	Recommended:		Comments
		Yes	No	
Jill Krause	Advisor	x		via email
John Matczak	Principal	x		via email
for You	Asst Supt – S&I			
for ast	Superintendent	X		
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Board of Education			

8/27/13 New Form Number 9/18/14 Updated 10/6/16

	J.		

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, AND/OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

1.	Name of Group:	North High School
2.	Date of Application:	September 26, 2022
3.	Person Making Application:	Ryan LaCrosse
4.	School:	North High School
5.	Proposed Event:	Costa Rica Service Learning Trip
6.	Destination:	Costa Rica
7.	Dates of Travel:	June 2023
8.	Purpose:	Service Learning and language immersion
9.	# of students (estimate):	15
10	# of chaperones:	2
	. Is this field trip a regional/na	·

13. Estimated Costs

participation?

Use the appropriate worksheet to calculate the cost of the trip. Use the results from the worksheet to complete the section below. The worksheet must be submitted along with this form to the Assistant Superintendent Student & Instructional Services.

of Students	15	Source	Total
Cost Per Student	2,795	Students : (\$ 2,795 : each 15	41,925
otal for all Students	41,925	Chaperones (\$ each	
		Student Group/Fundraising	·
of Chaperones	2	Grants	- †
Cost Per Chaperone	0		-
otal for All Chaperones	10	Building Funds	
	<u> </u>	District/Central Admin Funds	_i
Total Cost of Trip	41,925	Other - specify here:	
	<u>.</u>	Total Cost of Trip	41,925

Continued on next page . . .

a.	What activities will the students be engaged in while on the trip	?		
	Students will be traveling as a group and visiting multiple historical mother cultural experiences including a pineapple and coffee plantation ecological effects and ingenuity of the Costa Rican people. They will family for about a week. We will also be volunteering with a local trib about their cultural heritage and they will also volunteer at a local sch	n to le be liv al cor	arn about ving with a	the host
b.	How will students demonstrate their learning from this experier specific activities that will take place after the field trip.)	nce?	(Please	describe
	Students will be journaling and discussing things throughout the trip of home their growths and challenges. We also utilize their experiences discussions. Students will also need to communicate with their host excursions as they will need to use their language skills.	s whe	n holding	classroom
C.	How will SASD staff members involved in the field trip use their this field trip to enhance their classroom activities?	r exp	eriences	during
	This will provide specific 1 st hand experiences for us to talk about and experiences. It will also allow us to document the trip and gain access create connections from a variety of places.			
d.	Who will the chaperones be and how were they selected?		***************************************	***************************************
	Ryan LaCrosse: Spanish teacher at North High School. I have taken country with students for similar reasons. Depending on when we secure the date for departure after approval, be either Kelly Stauss, fellow Spanish teacher or Blanca Martinez, cubut is also certified in Spanish.	the s	econd cha	perone wil
√eri	fy that the appropriate documentation will be provided for this fie	ıld trij	p.	
	The school's extended travel rules and a detailed itinerary will be provided to each student and parent/guardian before the trip. Parents/guardians will review and complete the following forms,	x	Yes _	No
	returning them to the school, before the trip takes place:			
	Consent for Treatment of Student	X	Yes _	No
	Student Travel Notice and Consent form	X	Yes	No
	The Parent/Legal Guardian Exclusion Waiver form		Vec	NIa
	(applies only to trips outside the continental US)	X	Yes _	No

Use the space below to answer the following questions. Do not submit additional pages. The space below will expand to fit your needs.

14.

15.

16. Route this form for approval. Follow the guidelines on the cover page of this form.

Signature	Title	Recommended:		Comments
		Yes	No	
Ryan LaCrosse	Advisor	X		via email
Kelly Stauss		X		via email
Blanca Martinez		X		via email
John Matczak	Principal	x		via email
Ala War	Asst Supt – S&I			
Sex all	Superintendent	X		
	Board of Education			

8/27/13 New Form Number 9/18/14 Updated 10/6/16

Sheboygan Area School District Summer School Program - Fall Report



2018 Summer School 142 Resident FTE's and 3 Non-Resident FTE's

2019 Summer School 139 Resident FTE's and 3 Non-Resident FTE's

2020 Summer School (Virtual) 62 Resident FTE's and 0 Non-Resident FTE's

2021 Summer School 145 Resident FTE's and 2 Non-Resident FTE's

2022 Summer School 161 Resident FTE's and 0 Non-Resident FTE's

2022 Summer School - School Board Report

High School Online Classes

• 81 students took online classes through Warriner High School

Middle School Remedial Studies

• 98 students participated in Reading and Math, this is up from prior years (80-90 per day)

Elementary Remedial Studies

- 753 students participating at five sites (grades 4K-5) in 2022
- 683 students participating at five sites (grades 4K-5) in 2021
- Lead teachers did a great job coordinating each building by managing staff, students and sites effectively
- One lead teacher opening for next year at James Madison, which is already filled. (Mark Simmer from Urban)

High School Remedial Studies

- 252 students earning credit at North High School (184 in 2021)
- 34 students earning credit at Central High School (25 in 2021)

Staff Feedback (48 staff responses)

- 100% of teaching staff surveyed said that summer school was a positive experience for their students
- 96% of staff surveyed said that summer school was a positive experience for them
- 96% of staff said they plan to return next summer

Support Staff Feedback (34 support staff responses)

- 94% of support staff surveyed said that summer school was a positive experience for them
- 90% of support staff surveyed said that summer school provides an atmosphere for every student to succeed
- 85% of staff said they plan to return next summer (15% are undecided)

Thanks for your time!

Kristin DeTroye



FROM: Jake Konrath, Assistant Superintendent of S&I

SUBJECT: Class Size Report – 2022-2023

DATE: October 11, 2022

The class size report is an annual report to the Board of Education. The report provides information on student enrollment by grade and class. The Sheboygan Area School District Class Size Policy 2312 provides a recommendation for the preferred class sizes.

The following schools have no classes above the class size policy:

- Jefferson
- Sheridan
- Central High School
- Étude Middle School/High School
- George D Warriner Middle School/High School

CLASS SIZE REPORT SUMMARY FIRST SEMESTER REPORT 2022-2023 School Year

Number of Elementary School Classes At or Below Class Size Policy 2312

Criteria for Grade 1: Classes should have enrollments of fewer than 19 students.

	2022-2023
Number of Rooms At or Below Criteria for Grade 1	13

Criteria for Kindergarten and Grade 2: Classes should have enrollments of fewer than 23 students.

	2022-2023
Number of Rooms At or Below Criteria for Kindergarten	28
Number of Rooms At or Below Criteria for Grade 2	24.5

Criteria for Grade 3-5: Classes should have enrollments of fewer than 28 students.

	2022-2023
Number of Rooms At or Below Criteria for Grade 3	30.5
Number of Rooms At or Below Criteria for Grade 4	26
Number of Rooms At or Below Criteria for Grade 5	22

EC Elementary School Class Size First Semester 2022-2023

First Semester	4K	Kindergarten <23	1 st <19	2 nd <23	3 rd <28	4 th <28	5 th <28
Cleveland	11	13	14	24	17	13	18
Cooper		15,16,16	26,23	25,26	21,20	24,24	24,24
ELC	20 20 20),19,19,20,23,23,2			21,20	21,21	21,21
Etude ES	20,20,20	17,16	20,20	22,21	24*	20	5,25*
				·			
Grant (AGR)		17,16,17	22,19,21	18,18,17	19,18,19	20,20,24	19,18,19
Jackson		16,15,13	17, <mark>19</mark> ,16	17,19,16	17,17,13	24,19	25 <mark>,28</mark>
Jefferson (AGR)		10,11,10	12,12,14	12,12,12	16,15,15	22,21	24,24
Lake Co Academy		25,25	21,20	25,25	19,21	23,23	24,23
Lincoln-Erdman	24,13	23 ,22, 23	20,20,21	19,20,20	24,22	20,21,21	21,20,21
Longfellow (AGR)		20,21	19, 18	25,23	18,19	17,17,16	19,19
Sheb Leadership	16	23	21	25	22	22	25
Madison		18,17,19	20,19,20	19,19,20	25,24	22,22	31,31
Pigeon River		24,23	23,23	19,18	18,19	22,23	22,21
Sheridan (AGR)		13,13,13	15,16,16	18,17,17	11,11,11	18,19	15,15
Wilson		18,20,18,19	18,17,17, <mark>22</mark>	19,20,20, <mark>26</mark>	23,23,26	28,28,28	30,30,28
Under Policy	19	28	13	24.5	30.5	26	22
Over Policy		7	21	9	0	3	6

^{*}Team-Taught Classroom

High School with Class Sizes Below 20 Students

Etude High School

COURSE NAME	NUMBER OF SECTIONS
ADVANCED ALGEBRA (14)	1
DANCE (13)	1
BIOLOGY (12,19)	2
EVERYDAY MATH 1 (18)	1
GEOMETRY 1 (18)	1
VOICE (18)	1
VISUAL ART (18)	1
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	8

North High School

North High School COURSE NAME	NILIMBED OF SECTIONS
COURSE NAME	NUMBER OF SECTIONS
ADVANCED AUTO MECH 1 (7)	1
ADVANCED CAPP COMP (19)	1
AFRO ASIAN 1 (18)	1
ALGEBRA FUNDAMENTALS 1 (16,19,18,10)	4
AP CALCULUS 3 (6)	1
AP CAPP US GOV (14)	1
AP CAPP STATS (17)	1
AP EURO HISTORY (17)	1
AP PHYSICS 3 (13)	1
AP MICROECONOMICS (9)	1
CAPP ACCOUNTING (8)	1
CAPP BIOLOGY (17,13)	2
CHINESE 3A (12)	1
CHINESE 4A (8)	1
ENGLISH 1 (17,18)	2
ENGLISH 3 (9,19,19,15,11)	5
FRENCH 4A (9)	1
GERMAN 2A (17)	1
INNOVATION FELLOWSHIP (4)	1
JAZZ ENSEMBLE (8)	1
LIFE GUARD TRAINING (11)	1
MSFT OFFICE SPECIALIST (17)	1
ORCHESTRA (14,9)	2
PHYSICS 1 (18,14,16)	3
SPANISH 3A (17,16)	2
SPANISH 4A (16)	1
SPANISH 5A (19)	1
SPORTS LIT (18)	1
SYMPHONIC BAND (16)	1
WESTERN CIV 1 (19,19)	2
TOTAL NUMBER OF CLASSES WITH UNDER 20 STUDENTS	44

South High School

South High School utilizes a flex-mod schedule. A strength of the scheduling system is that it allows for flexible grouping of students based upon the appropriate instructional delivery model. These groups are defined as large group, medium group, small group, discussion and lab. The number of staff members collaboratively teaching each of those groups varies from one to three depending on the instructional model being used. The enrollment range and number of weekly sections is as follows:

Group	Enrollment Range	Number of Sections
Large	75-90	24
Medium	40-69	110
Small	25-39	706
Discussion	15-25	138

Summary of Classes Over Class Size Policy 2312

Criteria for Grade 1: Classes should have enrollments of fewer than 19 students.

Number of Rooms Over Criteria	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Grade 1	15	16	17	NA	12	21

Criteria for Kindergarten and Grade 2: Classes should have enrollments of fewer than 23 students.

Number of Rooms Over Criteria	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Kindergarten	5	5	0	NA	2	7
Grade 2	7	13	4	NA	4	9

Criteria for Grades 3-5: Classes should have enrollments of fewer than 28 students.

Number of Rooms Over Criteria	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Grade 3	0	0	1	NA	0	0
Grade 4	3	5	3	NA	4	3
Grade 5	7	2	5	NA	3	6

Criteria for Grades 6-8: Classes should have enrollments of fewer than 31 students.

Number of Rooms Over Criteria	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Middle School Grades 6-8	73	87	52	NA	32	32

Criteria for Grades 9-12: Classes should have enrollments of fewer than 31 students.

Number of Rooms Over Criteria	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Etude HS Grades 9-12	0	0	0	NA	0	0
G. Warriner HS Grades 9-12	0	0	0	NA	0	0
North High School Grades 9-12	110	88	104	NA	96	104
Central High School Grades 9-12	0	0	0	NA	0	0

Middle and High Schools with Class Sizes Above Class Size Policy 2312 Total Number of Classes with 30 or more students

Farnsworth

COURSE NAME	NUMBER OF SECTIONS
ADV MATH 1 (33)	1
ALGEBRA (31)	1
ELA 8 (30)	1
MATH 6 (30,30,30)	3
SOCIAL STUDIES 6 (30)	1
SOCIAL STUDIES 8 (30)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	8

Over 30 Within Board Policy				
BAND 6 (54)	1			
BAND 7 (36)	1			
BAND 8 (36)	1			
PHY ED 6 (30)	1			
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	4			

Horace Mann

COURSE NAME	NUMBER OF SECTIONS
FAMILY CONS SCI 8 (30)	1
INTRO TO WORLD LANG (31)	1
SCIENCE 7(30,30)	2
SCIENCE 8 (30)	1
SPANISH 1B (31)	1
STEM 7 (30)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	7

Over 30 Within Board Policy		
BAND 6 (46)	1	
BAND 7 (37)	1	
CHORUS 8 (32)	1	
ORCHESTRA 6 (41)	1	
PHY ED 7 (32)	1	
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	5	

<u>Urban</u>

COURSE NAME	NUMBER OF SECTIONS
ART 6 (30)	1
ELA 6 (30)	1
ELA 8 (30)	1
FAMILY CONS SCI 6 (30,30)	2
FAMILY CONS SCI 8 (30)	1
MATH 8 (34,30)	2
MUSIC 6 (30)	1
MUSIC 8 (39)	1
PLTW 8 (30)	1
SCIENCE 6 (30)	1
SCIENCE 7 (30)	1
SCIENCE 8 (30)	1
SOC STUDY 6 (30)	1
SOC STUDY 8 (30)	1
SPANISH 1B (30)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	17

Over 30 Within Board Policy	
BAND 6 (59)	1
BAND 7 (40)	1
HEALTH 6 (30)	1
ORCHESTRA 6 (33)	1
ORCHESTRA 7 (41)	1
PHY ED 7 (30,30,30,30,30)	5
PHY ED 8 (34)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	11

North High School

COURSE NAME	NUMBER OF SECTIONS
ACTING (33)	1
AFRO ASIAN WLD1 (30,34,31,34,30,31)	6
ALGEBRA 1 (33,30,31,30)	4
ANATOMY AND PHYSIOLOGY (31)	1
AP CAPP PSYCHOLOGY 1 (32,35)	2
AP CAPP US HIST (31)	1
ART FOUND 1 (32,34,35)	3
ASTRONOMY (32)	1
AUTO ELEC MECH 1 (35)	1
BIOLOGY (35,31,33,34,32)	5
BOTANY (33,33,36,33)	4
CAPP ADV ALG (31,32,30,35)	4
CAPP CALC (30)	1
CAPP PRE CALC (33,32)	2
CHEMISTRY 1 (30,31,30)	3
CHILDHOOD DEV (34)	1
CONSTRUCTION TRADES (34)	1
COMP EAST RELIGION (35,35)	2
CREATIVE WRITING (34)	1
ENG 5 COLL PREP (32,33,)	2
ENGLISH 1 (33,30,32)	3
EXPLORING LIT (35)	1
FILM AS LIT (35,32,32,35,35)	5

FRENCH 2A (39)	1
GEOLOGY (30)	1
GEOMETRY 1 (31,35,35,30)	4
GERMAN 1A (36)	1
HEALTH (34,35,31,32,34,35)	6
HONORS HUMANITY (37)	1
HONORS ENGLISH 3 (31)	1
HOUSE INTERIOR DESIGN (31)	1
INTRO COMPUTER SCIENCE (31)	1
INTRO TO BUSINESS (31)	1
MARKETING 1 (32)	1
MATH FOR EVERYDAY (33)	1
MULTI COMM 1 (34)	1
MYTH AND LEGEND (32)	1
PERS FINANCE 1 (34,34,35,34,35,34)	6
PHILOSOPHY 1 (30)	1
PHOTOGRAPHY (32)	1
PHYSICS 1 (31,30)	2
PROGRAMMING (33)	1
PSYCHOLOGY (30)	1
SENIOR ART 1 (30,34)	2
SOCIOLOGY 1 (33)	1
SPORTS LIT (33)	1
U S HISTORY 1 (33,31,35,33,34,32,31)	7
WESTERN CIV 1 (31,30,31)	3
WOODS PROD 1 (31)	1
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	104
Over 30 Within Board Policy	

Over 30 Within Board Policy	
FITNESS FOUND (32,32,35,35)	4
INTRAMURALS (33,35,33)	3
LIFETIME FITNESS (33,33)	2
RAIDER ORCH (31)	1
RAIDER STRENGTH (36,35,37,37,39,36,37,38,33,33)	10
TOTAL NUMBER OF CLASSES WITH 30 OR MORE STUDENTS	20

Note: All data is current 10/1/22

Sheboygan Area School District Bylaws & Policies

2312 - CLASS SIZE

It is the intent of the Board of Education to arrange for class sizes that will provide effective instruction for students and efficient use of staff.

- A. ELEMENTARY Staffing will be based on an average class size of twenty-two (22) students in grades K-5. All students will be under the supervision of a professional staff member. When enrollments are known, the staffing process will begin. A variety of instructional techniques and grouping practices will be considered and utilized to maximize appropriate student placement. These may include, but are not limited to: grade level classes, multi-age classes, combination grades and team-taught classes. Lack of classroom space in a particular facility may also affect grouping patterns.
- B. MIDDLE SCHOOL (6-8) The recommended size for regular classes is twenty-five (25); the suggested maximum is thirty (30).
- C. HIGH SCHOOL (9-12) Regular high school classes shall be scheduled to approach departmental or subject averages and to be within individual class and teacher load maximums as follows:

Department	Recommended Average Class Size by Department or Subject Area	Suggested Maximum Hours Averages Class Size	Suggested Maximum Individual Teacher Daily Student Hours Averages Weekly
Art	24	28	140
Business Education	25	30	150
Typing	30	40	175
Foreign Language	25	30	150
Home Economics	24	30	150
Health Education	25	30	150
Interdepartmental	25	30	150
Industrial Education	24	28	140
Drawing	25	30	150
Language Arts	25	30	150
Mathematics	25	30	150
*Music	25	35	175
Physical Education	35	40	200
Science	25	30	150
Social Studies	25	30	150
**Vocational Education	15	25	125

- MAXIMUM CLASS SIZES Maximum individual class sizes may be exceeded to
 accommodate student needs or to permit large group instruction, teach teaching or other
 instructional arrangements planned with the instructors involved, so long as the maximum
 daily averages of student hours per teacher are not exceeded. Class sizes should not cause
 violation of building codes or safety codes for facility utilization nor exceed the number of
 student learning stations in laboratories.
- 2. MIMIMUM CLASS SIZES Small classes may be scheduled as long as the high school departmental averages and the respective building averages approach recommended levels. When more severely handicapped students are assigned to a class, the principal should attempt to appropriately reduce the total size of the class.

*Chorus, band and orchestra may be larger as suited to performance groups. Small group work and individual lessons are included in departmental class size and a teachers' student-hour averages.

- **Capstone courses at the senior level only, not included in the industrial education, business education or other departmental average.
- D. STUDENT-TEACHER RATIOS To attain the above class sizes, projected teacher-student ratios shall be as described below. Half (fifty percent (50%)) of special education students in self-contained integrated units and all 100% special education students in resources units and self-contained orthopedic (physically handicapped) are included in the ratios for all elementary, middle and high schools to reflect inclusion of these students in regular classes.

1. Elementary

The projected teacher-student ratio for elementary schools on the third Friday in September shall be one (1) to twenty-two (22) including only regular classroom teachers and regular education educational assistants at the ratio of three (3) educational assistants as the equivalent of one (1) teacher. For elementary schools with a projected kindergarten class of fewer than twenty (20) students, the projected teacher-student ratio may be lower than 1:22 if the Superintendent deems an exception necessary to group students and schedule classes to meet student needs per Policy 6152.

2. Middle School

The projected teacher-student ratio for middle schools on the third Friday in September shall be 1 to 19.0 including only regular classroom teachers to whom students primarily are assigned.

3. High School

The projected teacher-student ratio for high schools on the third Friday in September shall be one (1) to twenty-two (22) including only regular classroom teachers to whom students are primarily assigned.

E. REPORTING – The administration shall report the current status to class sizes to the Board during the second full month of each semester, including in the report data reflecting compliance with this policy. The annual budget document shall include reports on class sizes and student-teacher ratios by building, for all elementary schools, middle schools, high schools and for the whole District.

F. RECOMMENDED ELEMENTARY CLASS SIZES

The following criteria will be given priority during the building staffing process.

- 1. Grade 1 classes should have enrollments of fewer than nineteen (19) students.
- 2. Kindergarten and grade 2 classes should have enrollments of fewer than twenty-three (23) students.
- 3. Grade 3-5 classes should have enrollments of fewer than twenty-eight (28) students.
- 4. When additional classroom space is not available, or individual class size exceeds the recommended maximums, the adult to student ratio will be reduced with additional teaching and/or educational assistant staff.

G. SPECIAL CIRCUMSTANCES

When additional class sections are approved for a particular school by Board action in response to specific expressed concerns regarding class size, these added class sections will be staffed outside the teacher/student ratio formula and will remain in place until the student group involved moves through the school or the enrollment drops to normal staffing levels.

Adopted 2/5/13