

**POLICY #6151  
Required**

**WINOOSKI SCHOOL DISTRICT**

**POLICY ON COURSE OFFERINGS AND CLASS SIZE**

The Board shall comply with Sections 15 and 16 of Act 153 of 2010 requiring superintendents to work with school boards to develop parameters for minimum and optimal average class sizes in regular and technical education classes. Class size guidelines will be used to inform annual decisions related to staffing and program offerings.

- 1) The superintendent or his/her designee shall, in consultation with building principals, establish a procedure outlining the district-wide class-size/course enrollment parameters and governing rules that will be used to guide the development, continuation, or discontinuation of courses, and the number of classes of each course to offer.
- 2) The established parameters shall take into account the instructional needs of specific elementary and middle school grade intervals and required and elective courses at the secondary level.
- 3) The established parameters shall minimally define the minimum, maximum and optimal average class-size for identified grade clusters, content area, and/or course.
- 4) Established class size parameters in the District may vary as necessary to reflect differences among school districts due to geography and other factors, such as school size and programmatic needs.
- 5) The established parameters shall also ensure compliance with applicable state and/or federal requirements.
- 6) The established parameters shall be used in budget development to inform annual decisions related to staffing and program/course offerings based on projected student enrollment. Actual enrollments and/or budgetary constraints may cause the maximum enrollment parameters (outlined in procedure) to be exceeded.

During the budget development cycle, the Superintendent or his/her designee shall report to the Board on the implementation of the established parameters within the context of the recommended staffing budget based on projected student enrollment.

PROCEDURES: (also referred to as rules or regulations) are the specific directions that indicate exactly how school personnel and others will carry out the policies adopted by the School Board. Procedures will be developed by the Superintendent in consultation with staff and are attached. Procedures may change more frequently than the underlying policy and do not require adoption by the Board.

Reviewed and Updated:

1st Reading: February 14, 2018  
 2nd Reading: March 14, 2018  
 Approved by Board of School Trustees: March 14, 2018

Legal Reference(s): 16 V.S.A. §242(5)

Cross Reference(s): Procedure #301, Budget Preparation  
 ..... Procedure #302, Budget Publication and Review  
 ..... Procedure #611, Distance Learning

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**Winooski School District - Class Size Chart**  
**(Minimum and Optimal)**

<b>Grade Cluster</b>	<b>Instructional Area</b>	<b>Minimum Average per grade cluster</b>	<b>Optimal Average Range per grade cluster</b>
<b>K-2</b>	<b>ALL</b>	<b>15</b>	<b>15-18</b>
<b>3-4</b>	<b>ALL</b>	<b>15</b>	<b>15-20</b>
<b>5-6</b>	<b>ALL</b>	<b>15</b>	<b>15-20</b>
<b>7-8</b>	<b>ALL except PE</b>	<b>15</b>	<b>15-22</b>
<b>7-8</b>	<b>PE</b>	<b>15</b>	<b>15-22</b>
<b>Grade Cluster</b>	<b>Instructional Area</b>	<b>Minimum Average per course/content area</b>	<b>Optimal Average Range per course/content area</b>
<b>9-12</b>	<b>PE</b>	<b>15</b>	<b>15-23</b>
<b>9-12</b>	<b>Electives</b>	<b>10</b>	<b>10-15</b>
<b>9-12</b>	<b>Core (LA, Math, Science, SS)</b>	<b>15</b>	<b>15-20</b>

Special Education: Federal law requires that each special education student receive a free and appropriate public education (FAPE). For this reason, self-contained special education classes should be excluded from the average minimum and optimal class size calculations.

English Language Learners (ELL): Because of the unique characteristics of English language learners, they should generally be excluded from the average minimum and optimal class size calculations if they are in a self-contained classroom.

Distance Learning Classes: It is recommended that for purposes of calculating minimum and optimal average class sizes, the total number of students and teachers at all sites be considered in the calculation.