

WARREN COUNTY SCHOOL DISTRICT

ADMINISTRATIVE PROCEDURE AND CRITERIA FOR ADJUSTING  
TEACHER/STUDENT RATIO IN GRADES K-6

1. Students in classes of 10 and under will be reassigned to other classes or buildings as necessary.
2. Grades K, 1, 2 Class Size:
  - 11 to 22 (A) Students will be assigned a teacher
  - 23 and (B) "A" plus consideration of the following:
    - above 1) additional aide time to address "student learning concerns."
    - 2) class reduction through student reassignment to another class or building
    - 3) the creation of additional classrooms (single-grade, multi-grade)
    - 4) additional teacher time
3. Grades 3, 4, 5, 6 Class Size
  - 11 to 24 (A) Students will be assigned a teacher
  - 25 and (B) "A" plus consideration of the following:
    - above 1) additional aide time to address "student learning concerns."
    - 2) class reduction through student reassignment to another class or building
    - 3) the creation of additional classrooms (single-grade, multi-grade)
    - 4) additional teacher time
4. Parents strongly concerned with "class size" may request transfers to smaller classes on a first come first served basis. Smaller classes will most likely be in other buildings.
5. Class size will not in and of itself generate change. The following items will also be weighed in making decisions.
  - A. Class "make-up" i.e., "Chemistry." The "effective combination" of students should not be broken up solely because of numbers. Such change may be more detrimental to a youngster than staying in a "larger" class size.

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- B. Impact of "special needs services" will affect each classroom in a different way. If several students take core developmental classes outside the classroom, the "true class size" for teaching reading, for instance, may be different and will be considered.
- C. Developmental needs in K, 1, 2 will be addressed through class size adjustment before grades 3-6. If a choice must be made between adjusting a 2<sup>nd</sup> grade class and a 4<sup>th</sup> grade class, administration will recommend adjusting the 2<sup>nd</sup> grade class.
- D. Overall student performance in a building on reading, math and writing will be taken into consideration. If administration must choose between adding a teacher to a lower performing school or a higher performing school, the teacher will be added to the children needing the most work.
- E. Socio-economic factors as measured by "free and reduced" lunch qualifications will be considered.
- F. The administration of the PSSA at a grade level, e.g., Grade 3, Grade 5, Grade 8.

JHG/rh  
Rev'd JHD/saa