



## Niskayuna Central School District

### Elementary Class Size Enrollment Management Plan

#### Process Explanation

Elementary class size sectioning for the next school year is determined based upon the Board of Education's Class Size Guideline. The guideline establishes class size limits in grades kindergarten through fifth-grade. After elementary class size and sectioning is determined, assignment of new students to a building is determined by the Elementary Class Size Enrollment Management Plan.

1. The district will determine the number of sections for each building for grades 1-5 for the subsequent year on or about May 1. Due to the unpredictability of Kindergarten enrollment, kindergarten sectioning will be determined after June 1.
2. New students will be assigned to the neighborhood school on a space available basis by the Assistant Superintendent (Office number: 518-377-4666)
3. A student will be placed in an alternate elementary school that has available space when the total class sizes in a specific grade level at the neighborhood school are within two students per section of the Class Size Guidelines.

Example: A school with two sections of first grade would have a maximum capacity of  $24 \times 2 = 48 - 4 = 44$  students.

*Effective March 2009, the total class size trigger will be one student instead of two since the class size guidelines will already be in operation.*

4. When a new student cannot attend the neighborhood school due to the class size guidelines, siblings of the student will also be permitted to attend the alternative school on a space available basis.
5. Parents will have the option to return their child to the neighborhood elementary school. If the parent elects not to transfer their child back to the neighborhood school when an opening occurs during the school year, the child will remain in the same position on the waiting list. The return to the neighborhood school would be given the highest priority the following September.
6. The Niskayuna school community supports the concept of neighborhood schools. Efforts will be made by the district to honor this value during the placement of students.