

**Procedures for determining classroom assignment of students
(Approved by CSC December 2010)**

To provide a fair and transparent process for placing students in classrooms and with specific teachers each year, the following process will be used:

- In January and March, parents and guardians will receive a Parent Input for Classroom Assignments Form. This form will ask for details about the social and educational needs of their child, but will not specifically ask for teacher requests. Grade level teachers and administrators will consider this information when determining classroom/teacher assignments for the fall.
- Grade level teachers and administrators will then complete classroom assignments together making sure that placement considers the needs of individual students and the needs of the entire grade level. A student's individual learning styles, academic achievement levels, academic needs, equal #s by gender, social, emotional and behavioral needs of students and information on Parent Input Form will all be considered.
- Teachers and administrators will NOT decide classroom placement based on parent/guardian requests for specific teachers. ALL classroom/teacher assignments will be shared with parents and students on registration day in the FALL, after registration/verification paperwork has been completed and turned in.

HGT/Enrichment Classrooms:

- As Edison is identified by DPS as a magnet for the Highly Gifted and Talented program, one classroom per grade level will house students identified as HGT. These determinations are made at the district level based on specific testing.
- If an HGT/Enrichment classroom is not full after students identified by the district as HGT are placed, the classroom will be filled with students who are enrolled at Edison and show the need for an advanced curriculum. Multiple criteria will be used to decide which students need advanced curriculum/enrichment including:
 - GT identification
 - Student reading achievement data in which a student shows a DRA, STAR Reading or Aimsweb score at least one and half years above grade level.

All decisions will be based strictly on data.

If parents/guardians would like to share ideas about their student's learning style for placement, they will need to fill out the Parent Input form and return it to the main office.