

ELEMENTARY CLASSROOM STUDENT PLACEMENT POLICY

The Fitzgerald Board of Education recognizes the impact of classroom placement on elementary students and their families.

The following procedure will be followed as students enroll in the district prior to the end of the school year:

1. The first priority is to place Fitzgerald residents in their home school. However, student enrollment may require placement in another elementary for a year if class size at the home school is at the maximum level.
2. After Fitzgerald residents are placed in their home school, Fitzgerald resident requests for School of Choice in another elementary in the district will be considered.
3. Children of Fitzgerald staff members will next be considered for placement in the district, as space allows.
4. Families requesting enrollment through Macomb County School of Choice will be placed, as space allows.
5. Siblings of Macomb County School of Choice students will be placed, as space allows.
6. Siblings of high school students that have been accepted through Out of County-Schools of Choice will be placed, as space allows.
7. Families requesting enrollment through Out of County-Schools of Choice for students in grades K, 1, and 2 will be placed, as space allows.

Students that enroll after the end of the school year for the upcoming school year will be given consideration after students referred to in items 1-5 have been enrolled.

Procedure for Placing Students Currently Enrolled:

There are a number of factors taken into account when placing students for the following school year. These factors include academic capability, learning styles, work/study habits, social needs, special education placement, and gender ratios. Before the start of a new school year, a building team meets to review all relevant factors and recommends a placement for the following year. This team includes your child's present teacher. The final decision rests with the building team but consideration is given to the information provided by the parent/guardian on the Elementary Classroom Placement form that is available to parents upon request to the principal (see attached). The goal in this process is to place each child in an educational environment most conducive to successful learning.

Procedure for Placing Students New to Enrollment:

It shall be the responsibility of the building principal to review the available records of a student who has being enrolled into the school. Considering these records, the child's age and relevant input from parents and staff, the principal will then place the student in the class that, in his/her professional judgment, the student is most likely to succeed academically and socially. Assignment of the student to a class will consider academic capability, learning style, work/study habits, social needs, special education placement, and gender ratios.

Fitzgerald Public Schools Elementary Classroom Placement Procedure

Date: _____

Child's Name: _____ Fall Entry Grade: _____

Parent's Name: _____ Home Phone #: _____

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We also believe that you as parents can provide us with important information about your child, which may help us in determining a placement. With that in mind, please provide the following information by checking the items that apply in each area. We also encourage you to provide additional information with a written explanation.

Classroom Placement Forms, listing a specific teacher's name, will not be considered.

Academic factors that should be considered include the following:

My child can...

- work individually
- plan and manage time and take care of materials
- listen and follow directions
- take initiative and show interest in learning

My child struggles with...

- working individually
- planning and managing time and taking care of materials
- listening and following directions
- taking initiative and showing interest in learning

Please provide additional information regarding your child's academic needs that would assist our team with the placement of your child:

Emotional factors that should be considered include the following:

My child can...

- consistently work at personal best
- accept challenges
- adjust to new situations
- handle the challenges of the school day with confidence

My child struggles with...

- consistently working at personal best
- accepting challenges
- adjusting to new situations
- handling the challenges of the school day with confidence

Please provide additional information regarding your child's emotional needs that would assist our team with the placement of your child:

Social factors that should be considered include the following:

My child can...

- work well with students in a group
- respect feelings, rights, ideas, and property of others
- resolve conflicts appropriately
- work well with a variety of teachers

My child struggles with...

- working with students in a group
- respecting feelings, rights, ideas, and property of others
- resolving conflicts appropriately
- working with a variety of teachers

Please provide additional information regarding your child's social needs that would assist our team with the placement of your child:

My child has a doctor diagnosed medical condition that should be taken into consideration prior to placement. Please specify.

We will give your input serious consideration during the placement process. However, due to staff/building assignments and the factors listed above, the final decision rests with the building team.

Return the completed form to your building principal by _____