



GRADES	CLASS SIZE LIMIT – does not exceed GUIDELINE – exceed only when specific provisions have been met	WHEN EXCEEDED... Contact Superintendent	Ministry DISTRICT AVERAGE does not exceed
K	MINISTRY LIMIT 22	Never	19
1 - 3	MINISTRY LIMIT 24	Never	21
4 - 7	DISTRICT GUIDELINE 29 MINISTRY GUIDELINE 30	<p>If 29 exceeded:</p> <ul style="list-style-type: none"> Principal must inform superintendent. Both the superintendent and principal will then determine if the organization of the class is appropriate for student learning. <p>If 30 exceeded:</p> <ul style="list-style-type: none"> Principal must inform superintendent. Both the superintendent and principal will then determine if the organization of the class is appropriate for student learning. Principal must meet with and receive the CONSENT of the teacher regarding learning conditions of the classroom. 	28
8 - 12	DISTRICT GUIDELINE 29 MINISTRY GUIDELINE 30	<p>If 29 exceeded:</p> <ul style="list-style-type: none"> Principal must inform superintendent. Both the superintendent and principal will then determine if the organization of the class is appropriate for student learning. <p>If 30 exceeded:</p> <ul style="list-style-type: none"> Principal must inform superintendent. Both the superintendent and principal will then determine if the organization of the class is appropriate for student learning. Principal must CONSULT with teacher regarding learning conditions of the classroom. 	30

K - 12	<p>CLASS WITH MORE THAN 3 STUDENTS WITH IEPs IN ACCORDANCE WITH Bill 33</p> <ul style="list-style-type: none"> Claimed under Ministry of Education 1701 Form Has a current IEP in place that has at least one of the following: <ul style="list-style-type: none"> Student requires significant adaptations to educational programming Student learning outcomes are modified Student requires 26 hours or more of remedial instruction 	Principal must CONSULT with teacher regarding learning conditions of the classroom.
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Class Organization Consultation and Reporting Process

Initial class compositions and assignments that occur prior to and during the consultation period in September should not be perceived in anyway as being indicative of a decision made.

Within 15 school days after the school opening day, on or before **Tuesday, September 23, 2008**

- No later than **Friday, September 19, 2008**, principals must consult with and provide two days notice to the teacher of a **PROPOSED class** where:
 - class size for grades 8 to 12 is above District and Ministry guidelines stated above,
 - any classes in any school with more than 3 students with IEPs in accordance with Bill 33.

The term “consult” means:

- Provision by the principal of a school to the teacher of a class with
 - Information relevant to a proposal for the size and organization of the class, and
 - 2 school days before a decision is made respecting the size and organization of the class for the teacher to consider the proposal and provide the principal with the teacher’s views in that regard, and
- consideration by the principal of the teacher’s views, if any have been provided, and “consulted” has a similar meaning.

- Consult with SPC with respect to the Proposed Organization of Classes Report (adhere to FOIPPA).
- Complete and submit Proposed Class Organization & Record of Consultation E-Report to District Principal by **Tuesday, Sept. 23/08**