

## **AR 6151 (a) CLASS SIZE (Second Read)**

### **Maximum Target Classroom Size Procedures**

The Superintendent or Designee(s) shall implement these procedures to ensure compliance with *Alaska Statute 14.03.065 (Maximum Classroom Size)* and provide a structured process for determining when class size reduction to support student learning, safety, and effective instruction is necessary.

#### **I. Definitions**

- A. Classroom Size: The number of students assigned to a teacher during a class period or instructional block, consistent with statutory definitions.
- B. Maximum Target Class Size: As defined in Alaska Statute 14.03.065:
  - i. Grades K–6: Twenty-three (23) students
  - ii. Grades 7–12: Thirty (30) students
- C. Above Maximum Target Class Size Condition: Any classroom size exceeding statutory maximum target thresholds.
- D. Mitigation Measures: Actions taken to address above maximum target class size, including but not limited to staffing adjustments, reassignment of students, or schedule changes.

#### **II. Monitoring and Reporting**

- A. Enrollment Monitoring
  - 1. Building Principals shall review class rosters:
    - a. At the start of each quarter;
    - b. At the end of the first 10 school days of each quarter; and
    - c. Monthly thereafter, or more frequently during enrollment fluctuations.
  - 2. Enrollment data shall be verified through the District’s student information system.
- B. Reporting Thresholds
  - 1. Principals shall immediately report any class exceeding statutory limits to the Superintendent; and
  - 2. Classes approaching capacity (within 2 students of the target class size) shall also be flagged for review.

#### **III. Initial Review and Determination**

Upon identification of a potential overload condition, the Superintendent or Designee(s) shall initiate the following structured review within five (5) school days.

The review shall include:

- A. Instructional Impact
  - 1. Ability to deliver grade-level standards; and/or
  - 2. Student engagement and participation levels.

## **AR 6151 (b) CLASS SIZE (First Read)**

### **B. Student Needs**

1. Number of students with IEPs, 504 plans, or intensive needs;
2. English learner population; and/or
3. Behavioral or safety considerations.

### **C. Staffing Capacity**

1. Availability of certificated staff; and/or
2. Current teacher workload and assignments.

### **D. Facility Constraints**

1. Classroom space availability; and/or
2. Safety and fire code compliance.

### **E. Programmatic Factors**

1. Specialized courses (e.g., lab-based, CTE, intervention); and/or
2. Multi-grade or blended classrooms.

### **F. Equity Considerations**

1. Distribution of students across classrooms and schools; and/or
2. Avoidance of disproportionate impacts on specific student groups.

## **IV. Determination of Need for Class Size Reduction**

Following review, the Superintendent shall determine whether:

- A. No Action Required: Maximum target class size is compliant and does not negatively impact instruction.
- B. Monitoring Required: Maximum target class size is near threshold; continued observation is warranted.
- C. Reduction Required: Maximum target class size exceeds statutory target limits OR educational quality, safety, or equity is compromised even within statutory limits.

## **V. Class Size Reduction Procedures**

If reduction is deemed necessary, the District shall implement one or more of the following actions, prioritized in order of feasibility and impact:

### **A. Student Reassignment**

1. Rebalance students across existing sections;
2. Adjust schedules where feasible; and/or
3. Consider voluntary transfers where appropriate.

### **B. Staffing Adjustments**

1. Assign additional certificated staff;
2. Reallocate existing staff within the building or District; and/or
3. Utilize qualified long-term substitutes (short-term solution only).

## **AR 6151 (c) CLASS SIZE (First Read)**

### **C. Creation of Additional Sections**

1. Add new class sections when enrollment and resources permit; and/or
2. Ensure appropriate curriculum alignment and staffing.

### **D. Alternative Instructional Models**

1. Co-teaching or team teaching; and/or
2. Blended or staggered instructional schedules (if educationally sound).

### **E. Temporary Mitigation Measures (Only when immediate reduction is not feasible)**

1. Provide instructional aides or paraprofessional support;
2. Adjust non-instructional duties to allow teacher focus on instruction; and/or
3. Increase administrative support and monitoring.

## **VI. Timeline for Action**

A. Immediate (0–5 days): Identification and reporting

B. Short-Term (5–10 days): Review and determination

C. Implementation (within 15 school days). District must implement reduction measures unless:

1. A documented justification exists for delay; AND
2. Interim supports are in place.

## **VII. Documentation and Justification**

### **A. Required Documentation**

For each maximum target class size condition, the District will maintain:

1. Enrollment data;
2. Review findings;
3. Determination rationale;
4. Actions taken or planned; and
5. Timeline for resolution.

### **B. Exception Justification**

If class size exceeds statutory target limits beyond 15 school days, the Superintendent will document:

1. Specific reasons reduction is not immediately feasible;
2. Steps being taken toward meeting maximum target class size; and
3. Interim measures supporting instruction and safety.

## **VIII. Communication**

### **A. Internal Communication**

1. Superintendent shall inform the School Board of any sustained maximum target class size conditions;
2. Principals or Designee shall notify affected staff.

## **AR 6151 (d) CLASS SIZE (First Read)**

### **B. Parent/Guardian Communication**

When class size significantly exceeds target limits, families shall be notified of:

1. The situation;
2. Steps being taken to address it; and
3. Expected timeline for resolution.

## **IX. Annual Review and Continuous Improvement**

The District shall:

1. Review class size data annually;
2. Identify trends and systemic issues;
3. Adjust staffing models and enrollment projections accordingly; and
4. Report findings to the School Board, as needed.

## **X. Superintendent Authority**

The Superintendent or Designee is authorized to:

1. Make final determinations regarding target class size reductions or exceptions;
2. Allocate staff and resources to ensure compliance; and/or
3. Implement temporary measures in emergent situations

*CSD ADOPTED: xxxxx*