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To: The Pleasantdale Board of Education  
From: Dr. Dave Palzet  
Re: Board Policy 7:65 Review (Class Size Guidelines)  
Date: February 18, 2026

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The Board of Education has requested a presentation to review the district's current class size guidelines, as outlined in Board Policy 7:65. The purpose of this review is to ensure the guidelines remain effective for students and staff and to determine whether any adjustments are warranted.

In March 2015, the Board adopted Policy 7:65 to provide the administration guidance on sectioning based on enrollment. Policy 7:65 is a locally developed policy and is not governed by, or recommended through, the PRESS policy service. Prior to 2015, the administration worked to keep class sizes manageable; however, the adoption of 7:65 formalized expectations and had the greatest impact at the elementary level, where the district shifted from three or four sections per grade level to four or five.

The current class size guidelines are:

- Preschool = 15
- Kindergarten & First Grade = 20
- Second and Third Grade = 24
- Fourth and Fifth Grade = 25
- Sixth Through Eighth Grade = 26

Policy 7:65 assigns the administration responsibility for implementing the guidelines and requires consideration of multiple factors when determining whether to add a section. These factors include classroom space, fiscal responsibility, and student needs.

To support an equitable and fiscally responsible approach to sectioning decisions, the administration uses a "2+1" method. In practice, this means that when enrollment reaches two students over the guideline per section across a grade level, and then one additional student enrolls, the district will add a section. For example, if the guideline for first grade is 20 students per section, then 80 students would result in four sections. If enrollment increases to 88 students (22 per section), and one more student enrolls (89 total), the district would add a fifth section.

Because salaries, benefits, and purchased services represent approximately 73% of the district's budget, decisions to add sections have significant financial implications. When estimating the cost of an additional section, the administration uses \$65,000 as a planning placeholder for a new teaching position. It is also important to note that staffing increases are ongoing commitments: salaries typically rise annually based on the CBA, compounding the long-term impact on the district's budget.

At times, enrollment in a grade level may exceed the Board guideline but not reach the threshold necessary to add a section under the 2+1 method. In these situations, to ensure students' needs are met, classroom teachers whose sections exceed the guideline are offered support from instructional aides. In addition, we allocate support from reading, math, enrichment, and EL specialists through

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push-in and/or pull-out services. This support may extend beyond the district's typical intervention period to ensure students have the resources they need to be successful.

Finally, the administration conducted a class size comparison study of other LADSE member districts (all Lyons Township school districts are LADSE members). The analysis found:

- Four districts do not have formal class size guidelines
- One district has no guidelines for sixth through eighth grade
- Preschool and Kindergarten: One District has a lower class size guideline
- First Grade: One District has lower guidelines
- Second Grade: Four Districts have lower guidelines
- Third through Fifth Grade: One District has lower guidelines
- Sixth through Eighth Grade: Two Districts have lower guidelines

Overall, this comparison indicates that Pleasantdale's guidelines are generally consistent with peer districts and, in many grade levels, are equal to or lower than those of neighboring districts.