

**EXECUTIVE SUMMARY  
FOR THE WEST ALLIS-WEST MILWAUKEE SCHOOL DISTRICT  
BOARD AGENDA**

**Topic:** 2025-2026 Regular Education & Special Education Open Enrollment Available  
Student Seats

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**Prepared by:** Connie Bergmann, Manager of School Services &  
Aaron Norris, Assistant Superintendent

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**Date:** January 27, 2025      **Agenda Reference #** 10.3

**Recommended Action:**

<u>  X  </u>	<b>Discussion/Action</b>
<u>      </u>	<b>Presentation/Discussion</b>
<u>      </u>	<b>Information Only</b>
<u>      </u>	<b>Presentation/Action Next Meeting</b>

**In-Person Open Enrollment Recommendation**

It is the recommendation of the administration to approve **156 Open Enrollment In-Person Seats** for the 2025-2026 school year.

The available seats consist of the following:

- K4 – 37
- K5 – 26
- 1<sup>st</sup> grade – 19
- 2<sup>nd</sup> Grade – 16
- 3<sup>rd</sup> Grade – 2
- 4<sup>th</sup> Grade – 6
- 5<sup>th</sup> Grade – 1
- 6<sup>th</sup> Grade – 33
- 7<sup>th</sup> Grade – 3
- 8<sup>th</sup> Grade – 4
- 9<sup>th</sup> Grade – 1
- 10<sup>th</sup> Grade – 3
- 11<sup>th</sup> Grade – 4
- 12<sup>th</sup> Grade – 1

**Total = 156**

\*\*Included in the available seats listed above are zero seats in total for students with special needs. In grades K4 through 2, 0 seats are available in level 1, and 0 seats are available for a level 2 student. In grades 3-5, 0 seats are available in level 1, and 0 seats are available for level 2 students. In grades 6-8, 0 seats are available in level 1, and 0 seats are available for level 2. In grades 9-12, 0 seats are available for a level 1 student, and 0 seats are available for a level 2 student.

**Purpose:**

The purpose is to set the available number of in-person Open Enrollment seats, as required, before the Open Enrollment period for the 2025-2026 school year.

**Background:****Regular Education**

We used a model where the maximum average class size for a pre-kindergarten classroom is 20:1 (Students to Teacher), a kindergarten classroom is 22:1, an elementary school classroom is 24:1, and 30:1 for secondary school classrooms.

We determined the desired average class size by filling the classrooms in each building to the desired level of 92% of the maximum class size (Pre-Kindergarten – 18:1, Kindergarten – 20:1, and Elementary – 22:1, Secondary - 27:1).

Class sections at each school were found by dividing the projected enrollment in each grade by the desired class size. The class sections at each school and grade were aggregated to determine the class sections that the district would offer.

The district capacity at each grade level was determined by finding the product of the desired class size and the number of sections.

The projected enrollment was reduced by the number of current tuition waiver students in the 2024-2025 school year to determine the actual projected enrollment for the 2025-2026 school year.

The available open enrollment seats for the 2025-2026 school year result from subtracting the actual projected enrollment from the district capacity.

**Special Education**

As part of our open enrollment available seat calculation, the District must annually review their availability to accept open-enrollment students with special needs. In order to accomplish this, Laura Sage completed the caseload calculations and determined that there were zero seats in grades K4 through 2nd. In grades 3rd-5th, zero seats are available for levels 1-3, in grades 6th-8th, zero seats are available for levels 1-3. In grades 9th-12th, zero seats are available for level 1 students, level 2, and level 3. Calculations performed by Laura Sage have been deemed an acceptable form of calculation by DPI.

Calculations for special education open enrollment are not completed on a per grade level, but through a formula based on the number of teachers and level of students each teacher is currently managing. Because our special education teachers often serve multiple grade levels, this calculation provides us with grade ranges rather than individual grade levels.