



PROCEDURE

Haddonfield
Board of Education

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Class Size

2312 CLASS SIZE

A. Size Range

1. The principal of the building or designee will assign pupils to classes in accordance with the following chart of minimum, maximum, and optimal class sizes.

	Minimum	Maximum
Kindergarten:	15	25
Grades 1-3:	15	25
Grades 4-5:	15	27
Grades 6-8:	15	30
Grades 9-12:	15	30

Special Education: As dictated by N.J.A.C. 6A:14-4.3

Entitlement Programs: As dictated by applicable state and federal guidelines.

2. Class size guidelines may be waived for:
 - a. Physical education classes,
 - b. Large group instructional units,
 - c. Laboratory, studio, and shop classes, and
 - d. Classes in honors and advanced programs.
3. These guidelines are intended to be flexible and should be applied in a manner that takes into account:
 - a. The subject matter taught in the class,
 - b. The nature of instructional methods used in the class,
 - c. The use of special facilities and equipment, if any, and



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- d. Temporary fluctuations in the number of pupils enrolled in the school and in specific classes.

B. Corrective Measures

1. Where the number of pupils assigned to a nonexempt class is below the minimum number, the following actions may be taken:
 - a. Where feasible, consideration may be given to consolidating classes. A proposal to consolidate classes may precipitate the abolishment of positions and a consequent reduction in force and must be forwarded to the Superintendent,
 - b. In the secondary school, a class in which fewer than fifteen (15) pupils are enrolled by June 1st may be canceled, unless elimination of the class will impair the school curriculum or deprive pupils of an essential unit in a sequential instructional program necessary for graduation, college application, employment, or other postgraduate use.
2. Where the number of pupils assigned to a nonexempt class exceeds the maximum number, the following actions may be taken:
 - a. Consideration may be given to assigning an instructional aide to assist the teacher,
 - b. Classes may be organized into team teaching components,
 - c. The Principal may consider reorganizing the overcrowded grade level or subject area into a greater number of classes. A proposal to increase the number of classes taught by teaching staff members may require the creation of new positions and must be forwarded to the Superintendent.