

K-3 Primary Class Size Reduction Program -- Fiscal Year 2002

Section 1: Schoolwide Pupil-to-Teacher Ratio and Individual Class Size Requirements by Percent Free Lunch Eligibility

Qualifying School Percentage of Students Approved Eligible for Free Lunch	Required Grades K-3 Schoolwide Ratio	Required Maximum Individual Class Size
16% but less than 30%	20 to 1	25
30% but less than 45%	19 to 1	24
45% but less than 55%	18 to 1	23
55% but less than 65%	17 to 1	22
65% but less than 70%	16 to 1	21
70% but less than 75%	15 to 1	20
75% or more	14 to 1	19

Source: Item 143 C. 10. d. of Chapter 1073, 2000 Acts of Assembly (2000-2002 appropriation act).

Section 2: Additional Information Regarding the K-3 Class Size Reduction Program

Item 143 C. 10. c. through f. of Chapter 1073, 2000 Acts of Assembly (2000-2002 appropriation act), contains the following provisions regarding participation in the optional K-3 Primary Class Size Reduction program:

1. By November 1 of each year, school divisions must provide data to the Department of Education that each school receiving funds through the K-3 Primary Class Size Reduction program has a pupil-to-teacher ratio in kindergarten through grade three as of September 30 that meets the criteria as shown in Attachment A.
2. School divisions may elect to have eligible schools participate at a higher pupil-to-teacher ratio, with a commensurate reduction of state and required local funds, if local conditions do not permit participation at the established ratio.
3. The Superintendent of Public Instruction may grant waivers to school divisions for the maximum class size requirement in

schools that have only one class in an affected grade level in a primary school.

4. School divisions are required to provide a local match for the state funds based on the composite index of local ability-to-pay.

The department is required to provide a report of this information to the Chairmen of the House Appropriations, House Education, Senate Finance, and Senate Education and Health Committees by December 1, 2001.

After your instructional personnel data is submitted to the department, the actual schoolwide pupil-to-teacher ratios for participating schools will be calculated based on September 30, 2001, fall membership. The data will be analyzed to ensure that participating schools comply. Schools not meeting these requirements based on the instructional personnel data submitted and data from the 2001 fall membership will be contacted by the department to discuss any potential funding alternatives and to discuss special circumstances related to the school(s) not in compliance. The following list of alternatives may be considered for schools not in compliance:

Compliance with required pupil-teacher ratios:

- Hire additional qualifying K-3 instructional personnel
- Reduce per pupil funding to the qualifying pupil-teacher ratio
- Eliminate the grade(s) not meeting the pupil-teacher ratio

Compliance with required class size caps:

- Reduce funding to the qualifying pupil-teacher ratio and corresponding class size cap
- Make adjustments to the classrooms not in compliance by moving students to classes with fewer students
- Meet the requirements for the Superintendent of Public Instruction to grant a waiver for the maximum class size requirement in schools that have only one class in an affected grade level in a primary school.

Once funding alternatives are finalized for those schools not in compliance, their funding will be adjusted to the appropriate pupil-to-teacher ratio tier.

For 2001 fall membership, enrollment is being collected separately for the ten localities comprising the five jointly-operated school divisions statewide. Compliance with the

Attachment A to Adm. Memo No. 52

required schoolwide pupil-to-teacher ratios and maximum individual class sizes will be determined with the school enrollment and teacher data aggregated for the two localities. However, payment of entitlements will be made to each locality separately based on each locality's portion of students reported in fall membership for each participating school. The relevant composite index for each locality also will be applied.

After all data are analyzed and necessary funding adjustments are made (to include recalculating entitlements for all schools based on actual 2001 fall membership), a follow-up report will be sent to all school divisions that will provide updated fiscal year 2002 entitlements. State funds for the K-3 Primary Class Size Reduction program for fiscal year 2002 will be transmitted on a semi-monthly schedule beginning in January 2002.