

## **P5427 CLASS SIZE/CASELOAD STANDARDS FOR SPECIAL EDUCATION**

### **BOARD POLICY:**

**Federal law requires states to monitor class-size and caseloads for special education personnel. The Kansas State Department of Education requirement is for local districts to develop class-size/caseload procedures that will ensure a Free Appropriate Public Education for exceptional students.**

Administrative Implemental Procedures:

1. Administrators and designated staff from the Division of Student Support Services monitor and recommend equitable allocation of special education staff. These recommendations will be reviewed and acted upon by administrative representatives designated by the Assistant Superintendent of Student Support Services.
2. Building level class-size/caseload reports will be generated at a minimum of twice per school year utilizing the data from special education Focus Monitoring and IEP service information.
3. Administrators and designated staff from the Division of Student Support Services will review the data collected and make their recommendation for equitable allocation of special education staff to the Assistant Superintendent of Student Support Services who takes appropriate action to ensure the district is in compliance with Federal and State statutes and regulations to provide students with a Free Appropriate Public Education (FAPE).

Administrative Responsibility: Student Support Services

Latest Revision Date: July 2011

Previous Revision Date: June 2006

Updated administratively for alignment purposes: March 2014