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| Southwest Vermont Regional Technical School District | MINIMUM AND OPTIMUM CLASS SIZE | Policy # 6400C |
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It is the intent of the Board to comply with Sections 15 and 16 of Act 153 of 2010¹ requiring superintendents to work with school boards to develop policy guidelines for minimum and optimum average class sizes in regular and technical education classes. Class size guidelines will be used to inform annual decisions related to staffing and program offerings.

I. Policy:

It is the policy of the Southwest Vermont Regional Technical School District to provide all students an appropriate education in a safe environment conducive to learning. The Board recognizes that a small class size contributes to such an environment.

II. Definitions:

- A. For the purposes of this policy, class size is defined as the number of students in the room and the student-teacher ratio.
- B. An FTE means a Full Time Equivalent Student as is defined from time to time by Vermont Department of Education Regulations.²

III. Class Size Determinations:

Accordingly, class size will be determined by the Superintendent/Director, or his/her designee, in consideration of:

1. Current Life Safety Codes, contained in NFPA 101, Section 11-1.7 and Section 11-2 (National Fire Protection Association) recommend twenty (20) net square feet per person and 50 net square feet for shops, laboratories and similar vocational rooms to assure adequate egress. The code allows for modification from the specified square footage if necessary aisles and exits are provided (Section 11-1.7.3).
2. The current Technical Education Department of Education Rule §2378.2 [Safety in Technical Programs].
3. Class size will further be determined according to curriculum grade level and specific curricular activity (e.g. an elementary class room may be assigned more students than a secondary lab). It is the intent of this policy that technical support systems and other physical equipment be proportionate to the number of students in any classroom.

¹Section 15 Act 153 of 2010 requires superintendents to “work with the school boards of the member districts to develop and implement policies regarding minimum and optimal average class sizes for regular and technical education classes. The policies may be supervisory union-wide, may be course or grade specific, and may reflect differences among school districts due to geography and other factors.” 16 V.S.A. § 242(5). Section 16 of Act 153 of 2010 requires that, by January 15, 2011, each supervisory union and member district board; 1) adopt minimum and optimal average class size policies, 2) post the policy on the supervisory union website, and 3) forward the policy to the Commissioner of Education.

²Vermont DOE Manual of Rules and Practices §2370.9.

1 4. Class sizes are subject to budgetary constraints; therefore the Board has established the
2 following guidelines needed in each class/program for successful operation and financial
3 considerations:

- 4 • A yearly minimum of 10 students per class and 10 FTE's per instructor must be enrolled
5 from all sources for a program to be maintained.
- 6 • If a program's enrollment falls below this minimum standard, a review by the
7 Superintendent/Director will be conducted.
- 8 • If a program's enrollment increases to a size above optimal standards a review by the
9 Superintendent/Director will be conducted.
- 10 • The Program Advisory Committee will be advised and consulted during the review
11 process.
- 12 • A program instructor for a program that is consistently below the enrollment standard
13 may face a reduction in teaching time and position.
- 14 • If program enrollment continues to decline for a total of 3 years, the program may be
15 reduced or discontinued upon recommendation of the Superintendent/Director to the
16 Board.

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18 5. Class size, while subject to budget and financial constraints, must be consistent with safe
19 staffing patterns, including the use of Para-educators or others who are assigned to classrooms or
20 other duties.

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22 **References:**

23
24 Vermont School Quality Standards
25 Vermont State Board of Education Manual of Rules and Practices, §2370.9 and §2378.
26 Vermont Department of Education, School District-Specific Minimum and Optimal Average
27 VSBA Class Size Model Policy (September 8, 2010)
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| | Date First Adopted | Date Revision Warned | Date Revision Adopted |
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| Southwest Vermont Regional Technical School District | 1/20/09 | 12/17/12 | 1/28/13 |