

# Student Placement Process

March 30, 2021

Missy Bilsborough - Memorial Principal  
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# Agenda

- I. Student Placement Process
- II. Parent Narrative
- III. Questions & Answers

The goal of the placement procedure is to develop heterogeneous class groups at each grade level. The classroom represents grouping across ability levels, a relative equal number of boys and girls, and a balance of children with special interests and needs.

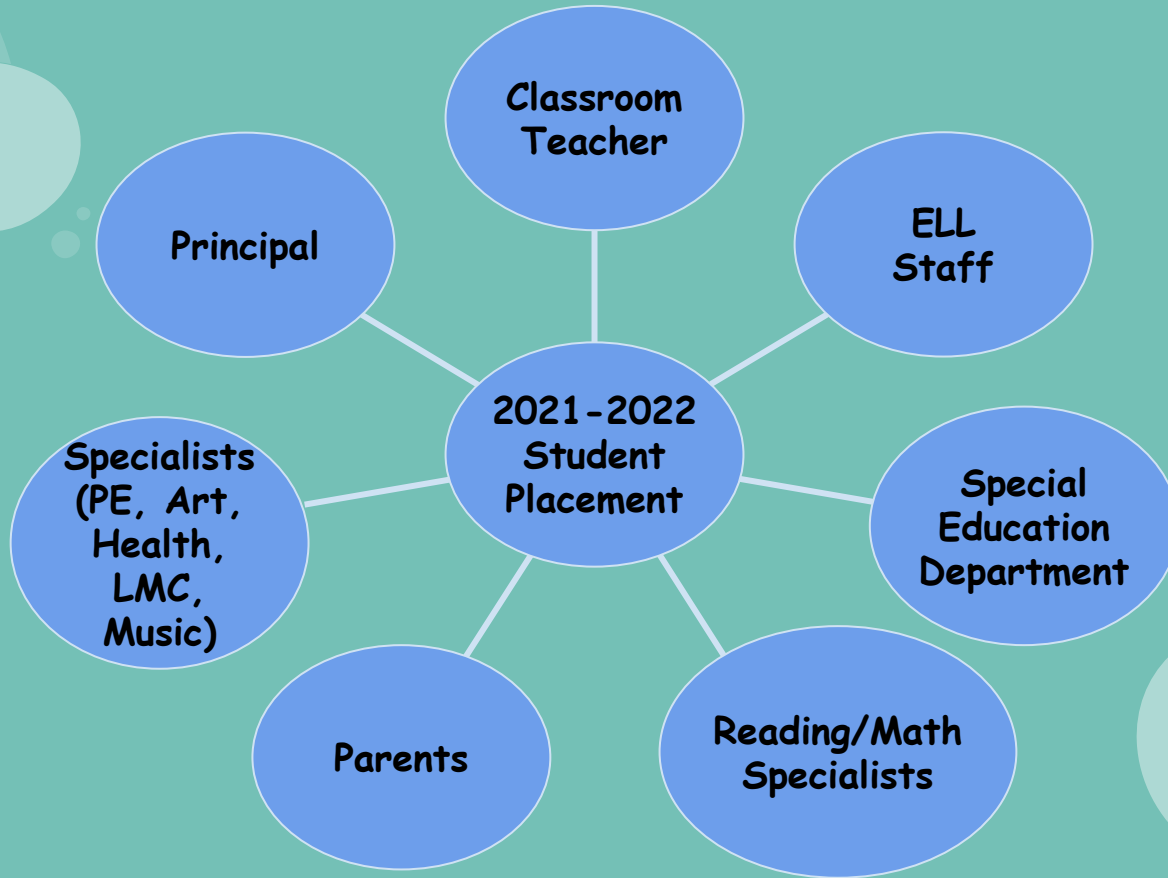
*~ Carol Schraft*

# What we consider...



- ❑ Full range of aptitudes within each class, as equal and balanced as possible
- ❑ Social/emotional needs of students
- ❑ Learning and teaching styles
- ❑ Behavioral factors

- ❑ A male / female balance when possible
- ❑ An average number of students per class
- ❑ Health concerns
- ❑ A familiar face



# Parent Input Letter

- ★ Parents have an opportunity to develop a one-page narrative each year to provide pertinent information to assist in our placement procedure.
- ★ Principals send out email to all parents on Thursday, April 1st. Letters will not be accepted prior to this date.
- ★ Letters must be received by Friday, April 16th. Letter received after April 16th will not be considered in the placement process.
- ★ We value parent input. We consider this as one of the many essential components in student placement.

## Parent Narrative - Information To Include



- ❑ Describe your child as a learner.
- ❑ Discuss a specific type of learning environment that you feel is conducive to your child's learning style.
- ❑ Use a teacher's name with whom you have had prior experience. (Ex. My older son/daughter had Teacher X in first grade and flourished with him/her. Someone with a similar style would be helpful for my child. My older son/daughter had Teacher X and I do not feel he/she would be a good fit for my son/daughter.)
- ❑ Inform school personnel if your child should be separated from another child.
- ❑ Include information regarding health needs.
- ❑ Identify if your child is a twin and share your preference as to placing them together or in separate classrooms. (MA Law Section 90)

## Parent Narrative - Information Not To Include



- ❑ Request a specific teacher.
- ❑ List a “group” of students that you would like your child to be placed with.
- ❑ Use a teacher's name from which one does not have first hand knowledge to either request/discount.
- ❑ Request a conference with the building principal prior to handing in a parent narrative.





**Can my child be placed with his/her good friends?**

*Children are placed with a familiar face from their current class whenever possible. If there are social/emotional reasons why your child requires placement with a specific child(ren), please include that information in your letter and it will be considered.*

**Do principals use/refer to prior narratives? No.**  
*Parents must write a new placement letter for each school year.*

**When do I find out my child's teacher's name? - TBD**

**Who will see my letter?** *Letters are kept confidential and are viewed by the building principal. Information may be shared as needed.*

**Can I request a specific teacher? No.** *There are many factors that go into placement and as a result, requests for individual teachers will not be considered.*

**Do I have to write a narrative? No.** *It is not necessary to write a narrative. Your child will be placed with the same care and consideration with or without a parent letter.*

**If it is written in the narrative, is it guaranteed?** *All placement letters are read and carefully considered, but requests cannot be guaranteed.*

**Can I email my input letter to the principal? Yes.** *Please include Parent Narrative in the subject line. You will receive an email confirming receipt.*

# Transition to next grade

To enhance excitement and alleviate any angst for the upcoming school year, we are working to create a transition plan for all students, including our Cohort D classes. More information to come...

A young child with brown hair is peeking over a large blue sphere. The child's eyes are wide and looking towards the camera. The background is a field of tall grass at sunset, with warm golden light. There are several large, semi-transparent white and blue circles overlaid on the image, creating a decorative effect.

Questions?