



Potlatch School District No. 285
130 Sixth St.
Potlatch, ID 83855-8757
<http://www.potlatchschools.org>
Mr. Hugh Maxwell – Principal

District Office (208)875-0327
Elementary School (208)875-1331
Jr.-Sr. High School (208)875-1231
FAX (208)875-1028

Potlatch Elementary Class Placement for 2007-2008

It's that time of year when parents are beginning to think about next year. The question inevitably comes up, "Whose class will my child be placed in next year?" The guidelines for student assignment are driven by the goal of having all students function in balanced, positive learning environments.

In the past, Potlatch Elementary has used a process by which parents could request their child's teacher. Changes in grade level configuration and staffing last year seriously impacted the effectiveness of that process. In response to possible changes for next year, pending the upcoming levy, we are looking at using a new procedure.

We are asking parents/guardians to provide us with important information about their child by using an input form. Parents/Guardians who would like to give input about their child's placement should submit the form found on the back of this letter to the school principal on or before May 15, 2007.

When making class placement decisions, the principal and other staff will take this parent/guardian input into account, along with a variety of other factors, to achieve the best balance possible. The following factors are considered:

- Each student's academic status, special needs, interests, behavior, and motivation
- Boy/girl ratio
- Academic balance of high, medium and low achieving students
- Styles of individual teachers
- Class size balance among classes at each grade level

We wish to assure you that extensive thought and deliberation is given to student placement to make the best decision possible for our elementary school children. We appreciate your understanding with regard to the complexity of the process and your confidence in our ability to make decisions fairly, and with sensitivity.

Hugh Maxwell, Principal



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Potlatch Elementary Parent Input Form for 2007-2008

Parents, if you would like to give input regarding your child's placement for next year, please fill out this form and return it to the school office by **May 15, 2007**. If you have any questions, please call the school. Use **one** form per student. You may pick up more copies at the school office.

Student's Name (Please Print)

Current Grade

Current Teacher

Please indicate the most important thing you want us to know about your child:

Please write your greatest concern for your child at school:

Please make any comments that are pertinent to your child's placement:

*At Potlatch Elementary, we decide classroom placement through a **team effort** involving the **classroom teacher, parents, counselor, teacher specialists, and principal**. In an effort to provide the best education possible, we also consider the **class size, ratio of boys to girls, students' abilities and special needs, learning styles of the students and instructional styles of teachers**. At the completion of the placement process, the principal will be responsible for making the final placement.*

Parent Name (Please Print) _____

Parent Signature _____

Phone # where you can be reached during the day _____