

March 31, 2010

Dear BP Families,

Each year at this time elementary principals begin to receive parent requests concerning their child's teacher assignment for the next school year. Many factors must be considered as we work through this complicated process.

In order to ensure that each classroom has the most optimal mix of students, it is necessary to consider factors such as reading and math levels, specific needs of particular students, the number of boys and girls in each class and interpersonal relationships. The ultimate goal of this process is to provide each child with an appropriate classroom placement. In addition to previously listed factors, we must also work around constraints such as the need to build relatively equal class sizes at each grade level, creating workable combinations of reading/math groups, meeting the mandates in delivering services to students with special needs and consideration of all children in the student population. In order to create the best possible classroom environment, a committee consisting of current grade level teachers, next year's grade level teachers, special area teachers, instructional support teachers and the principal is assigned to the task. It is no simple job and we work hard to create a setting that will allow students to get the most out of each day.

As parents, you may have useful information to share about the specific needs of your child. Although you are not required to provide this information, you do have the opportunity to offer your input in the teacher-assignment process. To do so, **a written request consisting of supporting information must be sent to me prior to April 30, 2010.** Due to the complexities involved in student placements, only input received by that date can be considered. Please know that your letter may be shared with those professionals involved in the class building process. Understand also, there will likely be shifts in teaching assignments for the 2010-2011 school year depending on whether or not our school's budget is passed this May. Consequently, **your request should describe the unique needs of your child, with strong educational rationale, and avoid requesting a specific teacher or placement.** I assure you that every effort will be made to meet the needs of every child.

Please feel free to contact my office with any questions regarding this process. Keep in mind, however, that time is limited and the sooner you send me a letter the easier it will be to work to accommodate your suggestions.

Thank you for your attention to this matter.

Sincerely,

Daniel J. Casey
Principal
Broadalbin-Perth Intermediate School