



April 25, 2023

Dear Parent/Guardians,

RE: Class Building 2023/2024

During the next couple months, staff at our Elementary schools will begin the complex process of forming classes for the upcoming school year. This work includes projecting student enrollment and creating classes that make the most effective use of our assigned staff and most importantly, building balanced student groupings that can work together cohesively as learning communities. This is a challenging task as there are many factors that must be taken into consideration including:

- Social, emotional and relational dynamics
- Academic strengths and needs
- Unique learning needs and available supports
- Class balance
- Previous teacher and/or administrator recommendations

School staff take this work very seriously and collaborate to make the best decisions about student placement. We strive to shape classes which will support the learning needs of **all** students.

There are many unknowns as we begin this task. For example, school enrolment often fluctuates until early September, so learner groupings must remain somewhat fluid. Also, teacher staffing is not complete until June, and some staff members may request, or be asked, to change their assignment for next year. As a result, the learner groupings that we create in spring are tentative and are not finalized until early in the new school year. For this reason, class groupings will be kept confidential until they are finalized in September.

If you would like to provide input into your child's placement for next year, we encourage you to:

1. Talk to your child's current classroom teacher about your interests, and then;
2. Send a note to the school principal outlining what you see as your child's learning needs, preferred learning style or any other information you think might be relevant as staff work through the task of shaping learning environments for the upcoming year.

We ask that you do not request a specific teacher. Your input will be considered along with the other complex variables that go into constructing a class; however, not all recommendations can be honoured.

The deadline for submitting information regarding your child's class placement is Tuesday, May 16th, 2023.

Sincerely,

James Messenger
Director of Instruction – Learning and Innovation