

May, 2018

## An Important Message from the Principal to All Parents:

Dear Ball Ground STEM Academy Parents,

It is difficult to believe that we are already planning for the 2018-2019 school year. One of our major undertakings before our staff leaves for the summer is to place all of our students in their homerooms for the next school year. We are striving to make a good pupil-teacher "match." One part of this plan is to allow parents to be a part of this placement process. It is my educational belief that if appropriate, parents should be afforded input for next year's placement for a *small number of children* that may have a need based on concerns of which the school and teachers may not be aware.

### Goals of the Placement Process

1. To place each student in the learning environment (classroom) that will best match the student's learning needs and style and promote his/her success.
2. To establish within each classroom a balance of academic ability levels, leadership skills, special needs, genders and involved parent partners as to create the optimum environment for all students.

### Steps:

The following factors will be carefully considered: academic ability, learning style, social and behavioral factors, peer relationships, age, gender, personality and special needs. Decisions on student placement will be made in such a way as to best meet each student's needs while at the same time creating balanced and diversified classrooms within the state and CCSD guidelines for class size or special programs.

Parents are welcome to submit a **PARENTAL REQUEST FOR SPECIFIC LEARNING ENVIRONMENT (PRSLE) Form** in which they provide input as to the best learning environment for their child (*refrain from using specific teacher names*). PRSLE Form for this purpose is available in the front office, or the school website:

<http://www.cherokee.k12.ga.us/Schools/ballground-es/default.aspx>

Regardless of whether you return a **PARENTAL REQUEST FOR SPECIFIC LEARNING ENVIRONMENT (PRSLE) Form**, we are going to look very carefully at each child we place. If you choose to complete a **PARENTAL REQUEST FOR SPECIFIC LEARNING ENVIRONMENT Form**, it should be sent to: Mrs. Donna Mele, Secretary, BGSA, [donna.mele@cherokee.k12.ga.us](mailto:donna.mele@cherokee.k12.ga.us) **The form must be delivered, faxed, sent with your child (in a sealed envelope), or emailed no later than Monday, May 18, 2018 at 3:00 pm. We will not be accepting any late forms; this is a very firm deadline.** We would like for you to describe the type of learning style for your child. It is our strongest recommendation that **parents avoid requesting a specific teacher** and avoid requesting a class with your child's friends.

The teachers will have a say in this placement process by completing individual student placement cards. We cannot guarantee all of these requests will be honored completely, but they will be a part of the decision making process with consideration given to all educational sound practices and standards. The final decision on a student's classroom placement will be made by the principal. A special note to rising 5<sup>th</sup> graders, the students will work with all of these grade level teachers. A PRSLE form would only need to be completed due to special circumstances. Student moving on to middle school do not need to apply.

The classes will be carefully selected to meet the various needs of all the children of Ball Ground.

As always, Ball Ground STEM Academy School Staff is committed to providing the very best elementary education possible for all our students. We value your help as a partner with us to ensure that each child reaches their academic, physical, and social potential.

Sincerely,

Dr. Christian A. Kirby, Principal

