

5120 ASSIGNMENT OF STUDENTS

The Glen Rock Board of Education directs that the assignment of students to schools within the district be consistent with the best interests of students and the best use of district resources. The attendance zone for Kindergarten through grade five students will be the total area known as the Borough of Glen Rock. All residences in the Borough will be considered part of one residential zone for Kindergarten through grade five placement. Assignments will not be made based on the geographical location or proximity of the child's residence to an elementary school.

Assignment of Students

- Any students requiring special needs program will be assigned to the elementary school that can fulfill that need, such as English as a Second Language and Special Education placements.
- Classes will have level enrollment in all five elementary schools. All new Kindergarten through grade five students will be assigned to the school with the lowest class size for the enrolling grade.
- Kindergarten students with older sibling(s) will be assigned to the school where the older sibling(s) attend.
- Once a student is assigned to an elementary school, he/she remains in that school until he/she goes to middle school.
- The Superintendent or designee may make exceptions to this Policy for extraordinary reasons. Requests for exceptions to school assignments shall be made in writing to the Superintendent of Schools.

Assignment to Classes and Teachers For Elementary and Secondary Schools

The assignment of students to teachers and classes shall be the responsibility of elementary and secondary school Principals.

A parent of twins or higher order multiples enrolled in the same Kindergarten through eighth grade level at the same school may request, in writing, the children be placed in the same classroom or in separate classrooms. The Principal shall make the classroom placement requested.



In compliance with Policy 5120 Assignment of Students, the Elementary School Attendance Area Plan is designed to ensure the best utilization of school facilities and optimal space provisions for the enhancement of instruction. As a general rule, students entering the elementary schools will be assigned to a school building according to the following criteria:

1. The attendance zone for Kindergarten through grade five students will be the total area known as the Borough of Glen Rock.
2. All residences in the Borough will be considered part of one residential zone for Kindergarten through grade five placement.
3. Assignments will not be made based on the geographical location or proximity of the child's residence to an elementary school.
4. Any students requiring special needs program will be assigned to the elementary school that can fulfill that need, such as English as a Second Language and Special Education placements.
5. Classes will have level enrollment in all four elementary schools. All new Kindergarten through grade five students will be assigned to the school with the lowest class size for the enrolling grade.
6. Kindergarten students with older sibling(s) will be assigned to the school where the older sibling(s) attend.
7. Once a student is assigned to an elementary school, he/she remains in that school until he/she goes to middle school. The only exception will be for students on the waitlist.
8. A parent may request their child to be placed on a waitlist for the school closest to them only if their assigned school is not the closest to their residence. It is a parent's responsibility to contact the Principal at their assigned school in order to be placed on the waitlist. Students will be placed on the waitlist in the order in which they are received.
9. The waitlist will expire on September 1st of the following school year.
10. The Superintendent of Schools may make exceptions to this Policy for extraordinary reasons. Requests for exceptions to school assignments shall be made in writing to the Superintendent of Schools. The decision of the Superintendent is final and cannot be appealed.

Assignment to Classes and Teachers For Elementary and Secondary Schools

The assignment of students to teachers and classes shall be the responsibility of elementary and secondary school Principals.



In accordance with the provisions of N.J.S.A. 18A:36-38.a.(1), a parent of twins or higher order multiples enrolled in the same Kindergarten through eighth grade level at the same public school may request, in writing, the children be placed in the same classroom or in separate classrooms. The Principal shall make the classroom placement requested in accordance with the provisions of N.J.S.A. 18A:36-38.a.(1).

In accordance with the provisions of N.J.S.A. 18A:36-38a.(2), a parent of twins or higher order multiples enrolled in the same ninth through twelfth grade level at the same public school may request, in writing, the children be placed in the same classroom or in separate classrooms. The placement of such children shall be made at the discretion of the Principal in the best interest of the school and its students. The parent may appeal the Principal's classroom placement decision to the Board of Education, which shall make a final determination on the placement.

The written request must be submitted to the Principal no later than fourteen days after the first day of each school year. Parents of twins or higher order multiples enrolling after the school year commences shall request the classroom placement in writing no later than fourteen days after the first day of attendance.

In accordance with the provisions of N.J.S.A. 18A:36-38.(2)(b), a Principal may, after consultation with the students' parent and teachers at the end of the initial grading period, request the Board make a different classroom placement determination for the twins or higher order multiples if the initial classroom placement is determined to be disruptive to any of the students in the class or classes, or if the Principal concludes the initial placement does not sufficiently support the students' academic or social development. Upon receiving such request, the Board shall make a final classroom placement determination.

"Higher order multiples" means triplets, quadruplets, quintuplets, or larger group siblings born at one birth. Provisions of N.J.S.A. 18A:36-38 do not apply to a school district which maintains only a single classroom for the grade level in which twins or higher order multiples are enrolled. The parent shall be responsible for any additional student transportation costs that are incurred by the district as a result of providing the requested classroom placement, unless the district is in agreement with the placement. In the event one of the twins or higher order multiples receives special education services, the requested placement shall not be accommodated if the placement is inconsistent with a student's Individualized Education Plan.

N.J.S.A. 18A:36-38

Adopted: 23 June 2020

