

*ACPS did not utilize the class size notification letter; under a waiver filed for Standards of Quality Class Size Maximums Under Certain Conditions, ACPS would have been granted flexibility due to ACPS providing in-person instruction for at least one grade band of students and also through educating students who have elected to be virtual. Under the waiver, ACPS was allowed flexibility in class size numbers, and did not go over the number indicated in the waiver. The waiver provided ACPS with additional flexibility related to class maximums to the State Superintendent of Public Education.



Amherst County Public Schools

Date

Dear Parent,

Standard 2 of the Standards of Quality, in § 22.1-253.13:2(C) of the Code of Virginia, says: “Each school board shall assign licensed instructional personnel in a manner that produces divisionwide ratios of students in average daily membership to full-time equivalent teaching positions, excluding special education teachers, principals, assistant principals, counselors, and librarians, that are not greater than the following ratios: (i) 24 to one in kindergarten with no class being larger than 29 students; if the average daily membership in any kindergarten class exceeds 24 pupils, a full-time teacher's aide shall be assigned to the class; (ii) 24 to one in grades one, two, and three with no class being larger than 30 students; (iii) 25 to one in grades four through six with no class being larger than 35 students; and (iv) 24 to one in English classes in grades six through 12.

This notification is to make you aware that as of **date**, your student’s class size exceeds the maximum limit. As a result of this, the school division is taking the following measures to reduce class size in order to comply with the maximum class size limit. Beginning **date**, **description of what is being done (hiring additional teacher to reduce class size, hiring of an instructional assistant to support in the classroom, etc.)**.

If you have any questions regarding these changes, please reach out to **Name**, principal of **Blank** Elementary School at 434-**XXX-XXXX**.

Sincerely,

Robin Wheeler
Supervisor of Literacy and Federal Programs