

Capacity Mitigation Process

When a school is at or exceeds 95% of its program capacity or is projected to reach 95% capacity within the following three years, the Planning Department shall notify the appropriate level director in Learning Services and the building principal to initiate the following mitigation process to ensure capacity does not exceed the schools peak utilization capabilities. This process may vary depending on the individual circumstances related to safety, student achievement, cost, efficiency, building and site characteristics, programming needs of the community and the direct or indirect impacts on District departments.

1. The Planning Department shall notify the school that it must comply with Board Policy JFBA, Open Enrollment, and that the school may be closed to open enrollment.
2. Learning Services staff will work with the building principal on ways to mitigate short-term solutions internally such as utilizing existing staff and space differently, adjusting internal schedules, and utilizing portable classrooms.
3. Learning Services staff will facilitate meetings with the building principal, the Planning Department, Student Services, Human Resources, Financial Services and Support Services, regarding needs, potential impacts, and further options.
4. Learning Services staff will work with the building principal to solicit stakeholder input and discussion regarding long-term mitigation solutions. Building principals may also seek input on short-term solutions.
5. The information obtained from the above steps is further researched and disseminated into two or three options. These options are then re-evaluated and prioritized by District staff based on their impacts to safety, student achievement, cost, efficiency, and practicality.
6. These prioritized options are submitted to the Superintendent who evaluates each recommendation on its feasibility. The Superintendent, will either direct staff to seek further public comment on each of the proposed options or recommend that the options be presented directly to the Board of Education for approval.

Adopted May 24, 2006

St. Vrain Valley School District RE-1J, Longmont, Colorado

