Martin Luther King Jr. Elementary School

Determination of use of school space during the school day:

KRS 160.345 (2)(i)(5)

**Purpose:**

The Determination of Use of School Space Policy for MLK Jr. Elementary School ensures that the classroom and non-classroom space use is maximized to provide opportunities for sharing resources, mentoring and collaboration among the staff and students.

**Procedures:**

Annually, the principal shall develop a school space plan. Criteria for space use include:

* Grade level classes shall maintain close proximity to facilitate collaboration and cross subject planning
* The Arts (i.e., music and visual arts) shall be in classrooms designed for that use. The Library Media Center shall be maintained to provide flexible and equitable access to the school’s resources.
* Subjects that require specific classroom configuration shall be given priority (e.g., physical education courses, RTI, pull out services).
* Academic and diverse needs of students with special education class assignments shall meet federal guidance (e.g., MSD class).

By June 1 of each year, the principal shall present the school space plan to the school council for consultation. In September of each year, the principal shall notify the council of how classroom space has been assigned-including any revisions.

**Evaluation**

Annually, course enrollment and behavior data from class transitions shall be analyzed to determine the effectiveness of the traffic flow and class transitions.

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Council Chair Signature

Reviewed on 1-18-23

Revised on 1-18-23