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**ALLOCATION OF SPACE FOR SPECIAL EDUCATION  
PROGRAMS AND SERVICES**

To ensure that adequate and appropriate space is made available for special education classes provided by the district, as well as in programs provided by the Board of Cooperative Education Services (BOCES), the Board of Education will allocate an appropriate amount of space in district facilities to meet the needs of students in such programs. This allocation will be part of the bi-annual district plan for the provision of special education programs and services, as mandated by the Commissioner of Education.

*Guidelines*

The Board will provide special programs for its students which are age appropriate, meet specifications for classroom size and provide opportunity to participate in school district programs, including extracurricular programs and activities which are available to all students enrolled in this district.

Whenever Building Principals cannot meet the above guidelines, the Superintendent of Schools shall request a waiver from the Board prior to May 1 for the subsequent school year. The request for a waiver shall be accompanied by a report which will include the following:

1. Space allocations for all programs in the building, i.e., room use diagram;
2. A clear explanation of reasons special education classes cannot meet the above requirements;
3. Detailed future plans to acquire appropriate space; and
4. Any alterations to existing space which, if funded will provide appropriate space.

Ref: 8 NYCRR §200.2(c)(iv) and (v)

Adoption date: July 2003