

Wayland Procedure for Requests to Enter the WRAP Program

General Information

The WRAP program (Wayland Remote Alternative Program) was established prior to the beginning of the school year as an all-remote option for Wayland students. All families had the option of signing their children up for WRAP prior to the start of the school year, and final staffing and programming decisions were developed based on the number of families who signed up for the program.

Process for Requesting Participation in WRAP After the Start of the School Year

In general, parents/guardians were expected to make a request prior to the beginning of the school year for their child to participate in the WRAP program. There are limited opportunities for entry into the program now that the school year is underway.

The district has established five times during the year when new students may be eligible to join the WRAP program: November 16, December 14, February 1, March 8, and April 12. These dates correspond to the beginning and middles of the second and third quarters, and the beginning of the fourth quarter. If a parent/guardian wishes to request to have their child join the WRAP Program, they need to reach out directly to the Assistant Superintendent at Parry_Graham@waylandps.org. The Assistant Superintendent will set up a time to speak with the family to understand the circumstances. When making their request, parents should provide the reason for their desire to have their child join the WRAP program. Strongest consideration will be given to students who have documented medical circumstances that put them at higher risk for contracting COVID and/or experiencing significant symptoms if they contract COVID.

After speaking with the family, the Assistant Superintendent will add the student's name to a waiting list. The waiting list will then be reviewed at least two weeks prior to the next possible start date, and the Assistant Superintendent will determine whether or not students on the waiting list are eligible to join the WRAP program. The first consideration will be whether or not space is available. If space is available, then the Assistant Superintendent will review requests based on a student's order on the waiting list, and the individual student and family circumstances.

If a request is approved, the Assistant Superintendent will work with the family to develop a transition plan to the WRAP program. If a request is not approved, the student's name will be maintained on the waiting list and may be considered again prior to the next possible entry date.

Final Dates for Consideration and Notification of Requests	Possible WRAP Entry Dates
November 2	November 16
November 30	December 14
January 18	February 1
February 22	March 8
March 29	April 12

Considerations in Determining Possible Expansion of WRAP Program

In order to accommodate requests that go beyond existing class size limits for the WRAP Program, the district would need to hire additional staff. At the high school, this could likely be accomplished through the addition of partial FTEs (for example, an additional section might only require an additional .2 FTE). At the middle school, this would likely mean adding partial staffing in multiple subject areas, which could range from a .6 to 1.0 addition. At the elementary level, however, the district would need to hire an additional full-time teacher to accommodate expansion at an individual grade level (and an additional part-time or full-time teacher assistant for expansion at the Kindergarten level).

In the event the program is expanded at the elementary level, the following factors would need to be considered:

- Students at the expanded grade level would need to be reassigned to balance class sizes. For example, if an additional three students were added at third grade beyond the class size limits, pushing the overall number to 29 students, the third-grade students would be split into two classes of 14 and 15 students. This would necessitate moving some students from their existing class and teacher to a new class and teacher.
- Sufficient time would need to be built into the timeline for expansion to accommodate an appropriate hiring process.
- If an internal candidate was hired for the position, this would push out the timeline farther to allow the impacted school to conduct a job search to replace the internal hire.

Class size limits for K-5 WRAP Classes

- Kindergarten - 23 students
- First Grade - 23 students
- Second Grade - 26 students
- Third Grade - 26 students
- Fourth/Fifth Grade Combo Class - 26 students

Class size limits for 6-8 WRAP Classes

- Sixth Grade - 24
- Seventh Grade - 24
- Eighth Grade - 24

Note: Because of the structure of the WRAP program at Wayland High School, class size limits are not generally a factor.