

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
**Division of Adult and Occupational Education**

**BULLETIN NO. 73**  
**August 26, 1988**

**Subject: MAINTAINING SUBSTANTIALLY HANDICAPPED CLASSES**

- I. Purpose
- II. Background
- III. Recommended Action

This revision supersedes the bulletin of the same number issued on December 2, 1985. The content has been updated to reflect changes in Division organization, policy, and procedure.

**I. PURPOSE**

The purpose of this bulletin is to provide community adult school administrators with information to assist them in maintaining classes for substantially handicapped adults.

**II. BACKGROUND**

Each school year the Division must attempt to offer classes for substantially handicapped adults at a level of funding defined in Assembly Bill 2580. If the mandated level of funding is not reached, then the waiver must be requested from the State Department of Education. To have a waiver granted, appropriate reasons for not expending the funds must be cited, such as a lack of demand for classes.

A flexible class size policy is being adopted for substantially handicapped classes. The severity of the students' disabilities should be the determining factor in setting the minimum or maximum class size.

The following minimum class size is to be used as a guide in closing substantially handicapped classes:

Orthopedically Handicapped	15
Other Health Impaired	15
Developmentally Disabled	12
Learning Handicapped	12
Hearing Impaired	12
Emotionally Ill	12
Visually Handicapped	10

### III. RECOMMENDED ACTION

Handicapped classes are not to be closed or hour reduced on the basis that enrollment is lower than non-handicapped classes without considering the severity of each student's disability.

**For assistance, please telephone Loretta Walker or Guadalupe Reyes, Administrators, School Operations Unit, at (213) 625-6642 or Jim Browning, Specialist, Programs for Exceptional Adults, at (213) 625-4141.**

**APPROVED:                    JAMES A. FIGUEROA, Assistant Superintendent  
   Division of Adult and Occupational Education**

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