

2013-2014 Personnel Allocation Formulae Grades K – 5 Schools

Professional Staff

| Personnel Allocation | Formula |
|--|---|
| Assistant Principal | BEP < 850 1.0 FTE @ 210 days BEP 850 – 1099 1.0 FTE @ 210 days .5 FTE @ 210 days BEP ≥ 1100 1.0 FTE @ 210 days 1.0 FTE @ 210 days |
| Guidance Counselor | BEP < 750 = 1.0 FTE @ 190 days BEP 750 – 999 = 1.5 FTE @ 190 days BEP 1000+ = 2.0 FTE @ 190 days |
| Principal | 1.0 FTE @ 246 days |
| Media Specialist | 1.0 FTE @ 190 days |
| Registered or Licensed Practical Nurse | 1.0 FTE @ 190 days |
| Instructional Coach | BEP < 750 = 1.0 FTE @ 190 days BEP 750 – 999 = 1.5 FTE @ 190 days BEP 1000+ = 2.0 FTE @ 190 days |
| Grades 1, 2 Teacher | 21.5:1 P/T ratio based on TEP @ 190 days 23.5 Maximum Average Class Size |
| Grade 3 Teacher | 21.5:1 P/T ratio based on TEP @ 190 days 23.5 Maximum Average Class Size |
| Grade 4 Teacher | 24.5:1 P/T ratio based on TEP @ 190 days 26.5 Maximum Average Class Size |
| Grade 5 Teacher | 24.5:1 P/T ratio based on TEP @ 190 days 26.5 Maximum Average Class Size |
| Fine Arts Teacher | BEP < 800 = 2.0 FTE @ 190 days BEP 800 - 1099 = 3.0 FTE @ 190 days BEP 1100+ = 4.0 FTE @ 190 days |
| Physical Education Teacher | BEP < 800 = 1.0 FTE @ 190 days BEP 800 - 1099 = 1.5 FTE @ 190 days BEP 1100+ = 2.0 FTE @ 190 days |
| Kindergarten Teacher | 25.5:1 P/T ratio based on TEP @ 190 days 27.5 Maximum Average Class Size |

Support Staff

| Personnel Allocation | Formula |
|----------------------|---|
| ISS Aide | BEP ≥ 500 = 1.0 FTE @ 180 days/7 HPD |
| Kindergarten Aide | 1.0 FTE @ 185 days/7 HPD per kindergarten class |

- BEP** - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)
- TEP** - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).
- HPD** - Hours per day
- FTE** - Full-time equivalency
- P/T** - Pupil/Teacher ratio

2013-2014 Personnel Allocation Formulae Grades K – 5 Schools (Continued)

Support Staff

| | |
|---|---|
| Technology Aide | BEP < 800 = 1.0 FTE @ 185 days/7 HPD BEP 800 - 1099 = 1.5 FTE @ 185 days/7 HPD BEP 1100+ = 2.0 FTE @ 185 days/7 HPD |
| Media Specialist Aide | 1.0 FTE @ 185 days/7 HPD |
| Clerk V – Data Quality | 1.0 FTE @ 190 days/7.5 HPD |
| Bookkeeper III | BEP > 500 = 1.0 FTE @ 240 days/7.5 HPD |
| Secretary I | BEP > 500 but < 1000 = 1.0 FTE @ 190 days/7.5 HPD BEP ≥ 1000 = 2.0 FTE @ 190 days/7.5 HPD |
| Day Porter (only for those schools choosing privatized custodial services) | 1.0 FTE @ 240 days/8.0 HPD |
| Staff Custodian (only for those schools choosing privatized custodial services) | BEP ≥ 1000 = 1.0 FTE @ 190 days/8.0 HPD |

Rounding Parameters

0 to .499
.5+

Rounds to –0–
Rounds to 1.0 FTE

BEP - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)
TEP - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).
HPD - Hours per day
FTE - Full-time equivalency
P/T - Pupil/Teacher ratio

2013-2014 Personnel Allocation Formulae Grades 6 - 8 Schools (Except GSFMS)

Professional Staff

| Personnel Allocation | Formula |
|--|--|
| Assistant Principal | BEP < 1000 = 2.0 @ 210 days |
| | BEP ≥ 1000 = 3.0 @ 210 days |
| Guidance Counselor | BEP ≤ 600 = 1.0 @ 205 days |
| | BEP > 600 = 1.0 @ 205 days |
| | 1.0 @ 190 days |
| Media Specialist | 1.0 FTE @ 190 days |
| Registered or Licensed Practical Nurse | 1.0 FTE @ 190 days |
| Instructional Coach | 1.0 FTE @ 190 days |
| Principal | 1.0 FTE @ 246 days |
| Grades 6, 7, 8 Teachers | 25.25 Average Class Size: TEP @ 190 days (20.20) |

Support Staff

| Personnel Allocation | Formula |
|---|---|
| ISS Aide | 1.0 FTE @ 180 days/7 HPD |
| Media Specialist Aide | 1.0 FTE @ 185 days/7 HPD |
| Bookkeeper III | 1.0 FTE @ 240 days/7.5 HPD |
| Clerk V – Data Quality | 1.0 FTE @ 205 days/7.5 HPD |
| Secretary I | BEP ≥ 1000 = 1.0 FTE @ 190 days/7.5 HPD |
| Secretary II | 1.0 FTE @ 200 days/7.5 HPD |
| Day Porter (only for those schools choosing privatized custodial services) | 1.0 FTE @ 240 days/8.0 HPD |
| Staff Custodian (only for those schools choosing privatized custodial services) | BEP ≥ 1000 = 1.0 FTE @ 190 days/8.0 HPD |

Rounding Parameters

| | |
|------------|-------------------|
| 0 to .399 | Rounds to –0- |
| .4 to .699 | Rounds to .5 FTE |
| .7+ | Rounds to 1.0 FTE |

- BEP** - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)
- TEP** - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).
- HPD** - Hours per day
- FTE** - Full-time equivalency
- P/T** - Pupil/Teacher ratio

2013-2014 Personnel Allocation Formulae Grades 9 - 12 Schools (Includes GSFMS)

Professional Staff

| Personnel Allocation | Formula |
|--|---|
| Assistant Principal | BEP < 1000 2.0 @ 220 days |
| | 1000 ≤ BEP < 1750 3.0 @ 220 days |
| | 1750 ≤ BEP < 2000 4.0 @ 220 days |
| | BEP ≥ 2000 5.0 @ 220 days |
| Guidance Counselor | BEP 401 – 800 = 1.0 @ 220 days 1.0 @ 195 days |
| | BEP 801 – 1200 = 1.0 @ 220 days 1.0 @ 195 days 1.0 @ 190 days |
| | BEP 1201 – 1600 = 1.0 @ 220 days 1.0 @ 195 days 2.0 @ 190 days |
| | BEP 1601 – 2000 = 1.0 @ 220 days 1.0 @ 195 days 3.0 @ 190 days |
| Media Specialist | 1.0 FTE @ 190 days |
| Registered or Licensed Practical Nurse | 1.0 FTE @ 190 days |
| Instructional Coach | 1.0 FTE @ 190 days |
| Principal | 1.0 FTE @ 246 days |
| Grades 9, 10, 11, 12 Teachers | 26.5 Average Class Size: TEP > 750 @ 190 days (19.875) |
| | 24.5 Average Class Size: 600 < TEP < 750 @ 190 days (18.375) |
| | 23.5 Average Class Size: 500 < TEP < 600 @ 190 days (17.625) |
| | 21.5 Average Class Size: TEP < 500 @ 190 days (16.125) |
| Athletic Director | .5 FTE @ 220 days |
| Athletic Trainer | .5 FTE @ 190 days |
| GSF (Grade 6-12) Teachers | 21.5 Average Class Size @ 190 days (16.125) |

High Schools only:

TEP - Teaching Enrollment Projections (Total Budgeted enrollment less special education self contained and Connect, Scholars, Early College Students, Academy Students, & Early Dismissals)

Teaching Allocations have been adjusted for the following:

- .50 fte Athletic Director at 220 days
- 1.0 fte for Band Director at 220 days
- 1.0 fte for Ag Teacher at 246 days
- 1.0-1.50 fte for ROTC Instructors at 246 days

BEP - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)

TEP - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).

HPD - Hours per day

FTE - Full-time equivalency

P/T - Pupil/Teacher ratio

2013-2014 Personnel Allocation Formulae Grades 9 – 12 Schools (continued)

Support Staff

| Personnel Allocation | Formula |
|---|---|
| ISS Aide | 1.0 FTE @ 180 days/7 HPD |
| Aide – Instructional | 1.0 FTE @ 185 days/7 HPD |
| Media Specialist Aide | 1.0 FTE @ 185 days/7 HPD |
| Bookkeeper IV | 1.0 FTE @ 240 days/7.5 HPD |
| Clerk V – Data Quality | 1.0 FTE @ 220 days/7.5 HPD |
| Secretary I – Guidance | 1.0 FTE @ 190 days/7.5 HPD |
| Secretary I | BEP \leq 1000 = 1.0 FTE @ 190 days/7.5 HPD |
| | BEP 1001 – 1300 = 2.0 FTEs @ 190 days/7.5 HPD |
| | BEP > 1300 = 3.0 FTEs @ 190 days/7.5 HPD |
| Secretary II | BEP \leq 1000 = 1.0 FTE @ 190 days/7.5 HPD |
| | BEP > 1000 = 1.0 FTE @ 240 days/7.5 HPD |
| Day Porter (only for those schools choosing privatized custodial services) | 1.0 FTE @ 240 days/8.0 HPD |
| Staff Custodian (only for those schools choosing privatized custodial services) | BEP \geq 1000 = 1.0 FTE @ 190 days/8.0 HPD |

Rounding Parameters

| | |
|------------|-------------------|
| 0 to .399 | Rounds to -0- |
| .4 to .699 | Rounds to .5 FTE |
| .7+ | Rounds to 1.0 FTE |

High Schools only:

TEP - Teaching Enrollment Projections (Total Budgeted enrollment less special education self contained and Connect, Scholars, Early College Students, Academy Students, & Early Dismissals)

- BEP** - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)
- TEP** - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).
- HPD** - Hours per day
- FTE** - Full-time equivalency
- P/T** - Pupil/Teacher ratio

2013-2014 Personnel Allocation Formulae Academies

Professional Staff

| Personnel Allocation | Formula |
|--|--|
| Assistant Principal | 1.0 FTE @ 220 days |
| Guidance Counselor | 1.0 FTE @ 220 days |
| Media Specialist | 1.0 FTE @ 190 days |
| Registered or Licensed Practical Nurse | 1.0 FTE @ 190 days |
| Instructional Coach | 1.0 FTE @ 190 days |
| Principal | 1.0 FTE @ 246 days |
| Teachers (includes Scholars Academy & Early College) | 23.5 Average Class Size: TEP > 501 @ 190 days (17.625) 21.5 Average Class Size: TEP < 500 @ 190 days (16.125) |

Support Staff

| Personnel Allocation | Formula |
|------------------------|----------------------------|
| Clerk V – Data Quality | 1.0 FTE @ 190 days/7.5 HPD |
| Bookkeeper II | 1.0 FTE @ 240 days/7.5 HPD |
| ISS Aide | 1.0 FTE @ 180 days/7.0 HPD |
| Secretary I | 1.0 FTE @ 190 days/7.5 HPD |

Rounding Parameters

| | |
|------------|-------------------|
| 0 to .399 | Rounds to -0- |
| .4 to .699 | Rounds to .5 FTE |
| .7+ | Rounds to 1.0 FTE |

- BEP** - Budgeted Enrollment Projections (Projected student enrollment based on actual 45th day enrolled student populations of the current school year adjusted using a Modified Cohort – Survival Model)
- TEP** - Teaching Enrollment Projections (Total budgeted enrollment projections less special education self-contained populations).
- HPD** - Hours per day
- FTE** - Full-time equivalency
- P/T** - Pupil/Teacher ratio