

# Guiding Principles for Allocations of Special Education Staff 2019-2020

## Special Education Teachers

- Schools are allocated Special Education teachers based on the previous year's December 1 count. A caseload is kept at approximately 20:1 ratio for Elementary; 25:1 ratio for Middle School; and 28:1 ratio for High School.
- Allocations are given at .5 FTE increments, based on a Learning Specialist workload at the neighborhood schools (special education population minus center students).
- Center program students are not included in the allocation formula.
- In order to assist students in effectively transitioning out of elementary based center programs (ASD, SSN, SED) and growing towards more independence in preparation for high school, each neighborhood middle school will receive an additional .5 FTE equivalent in their 2590 allocation. These additional funds are to be utilized as determined by the principal in partnership with the local team and Sped Partner.
- Additional resources will not be added to cover Choice Enrollment students who are accepted resulting in caseloads exceeding these guidelines.

## K-8, and 7-12 Schools

- Allocations will be determined individually using a hybrid of the grade levels that make up the elementary school. For instance, for a K-8, the elementary students will be applied to the elementary ratio (K-5), while the middle school students (6-8) will be applied to the middle school ratio.

## Speech Language

- Schools are allocated on the previous year's December 1 count of students needing speech services, including preschool, minus (-) center students.
  - Caseload range: 56:1 ratio for Elementary; 56:1 ratio for Middle School; 63:1 ratio for High School for non-center students.
  - Additional FTE are allocated for center program support (ASD - .5 FTE, SSN III - .2 FTE).
- ✚ \*\*\*\*\*The Speech Language Advisory Board will be exploring potential alternative staffing models over the course of the next few months.

## Mental Health (Psychologists/Social Workers)

- All **elementary schools** will have a .5 FTE mental health provider.
  - Elementary schools with 600 or more total population are given a full-time mental health provider (1.0 FTE).
- **Secondary schools** will be allocated a 1.0 FTE mental health provider.

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## **Mental Health (Psychologists/Social Workers) (Continued)**

- **Center Program Mental Health Allocations:**
  - SED center programs will be allocated an additional .5 FTE mental health per teacher.
  - ASD elementary center-based programs will be allocated an additional .2 FTE mental health support.
- Buildings whose Special Education enrollment is less than 5% may receive reduced allocations.

## **Motor Staff**

- One Occupational Therapist will be assigned to each articulation area.
- One Physical Therapist will be assigned per quadrant.

## **Paraprofessional Staff**

- Each school will be allocated 2590 funds to cover the cost of Special Education paraprofessional hours. Allocations are based on total student enrollment. Schools with up to 600 students will receive six hours per day. An additional six hours per day will be allocated beginning at 601 students with increasing six hour per day increments for every additional 600 students. These funds are to be expended each year. Any unspent funds will be subtracted from the following year's allocation.
- Center Program para-educator allocations will be as follows\*:
  - SED (Elementary) 1.5 FTE per program
  - SSN II (Elementary) 1.5 FTE per program
  - SSN III (all levels) 1:3 adult to student ratio (including teacher).  
No program shall have less than a base of 2 paraprofessionals.
  - ASD (Elementary) 1:2 adult to student ratio (including teacher)
  - DHH+ 1:2 adult to student ratio (including teacher)

\*Center program para educators are rightsized twice annually in September and January to match these guidelines.