

CLAY COUNTY DISTRICT SCHOOLS STAFF ALLOCATION MODEL



February 21st
Addison Davis,
Superintendent



OBJECTIVES OF THE PRESENTATION

- Explain purpose of Staff Allocation Model
- Define elements of Staff Allocation Model
- Discuss Financial Impact
- Consider Staff Allocation Recommendations



RATIONALE & NEED FOR STAFF ALLOCATION MODEL

- Provide equity in all schools and standardize the allocation process.
- Illustrate allocation of resources to school sites with actual dollars.
- Align resources with a district Strategic Plan.
- Use three common allocation methods:
 - Staffing ratios
 - Weighted student funding
 - Add-ons: programmatic, school improvement, and class size
- Establish a culture of responsibility, accountability, and financial stability.



ELEVATE CLAY OBJECTIVES

1. Enhance the School Board and Superintendent relationship.
2. Improve the instructional framework, processes, and structures that enrich student achievement.
3. Establish a positive climate and culture throughout the organization.
4. Create a performance management system.
5. Strengthen community, public, and teacher relationships.
6. **Ensure effective management of the organization, operations and facilities to maximize the use of resources and promote a safe, efficient and effective learning environment for Clay County students.**

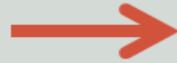


TRADITIONAL METHODS FOR BUDGETING

**TRADITIONAL
BUDGETING**



1. Budget



2. Staffing



3. Planning

**STRATEGIC
BUDGETING**



1. Planning



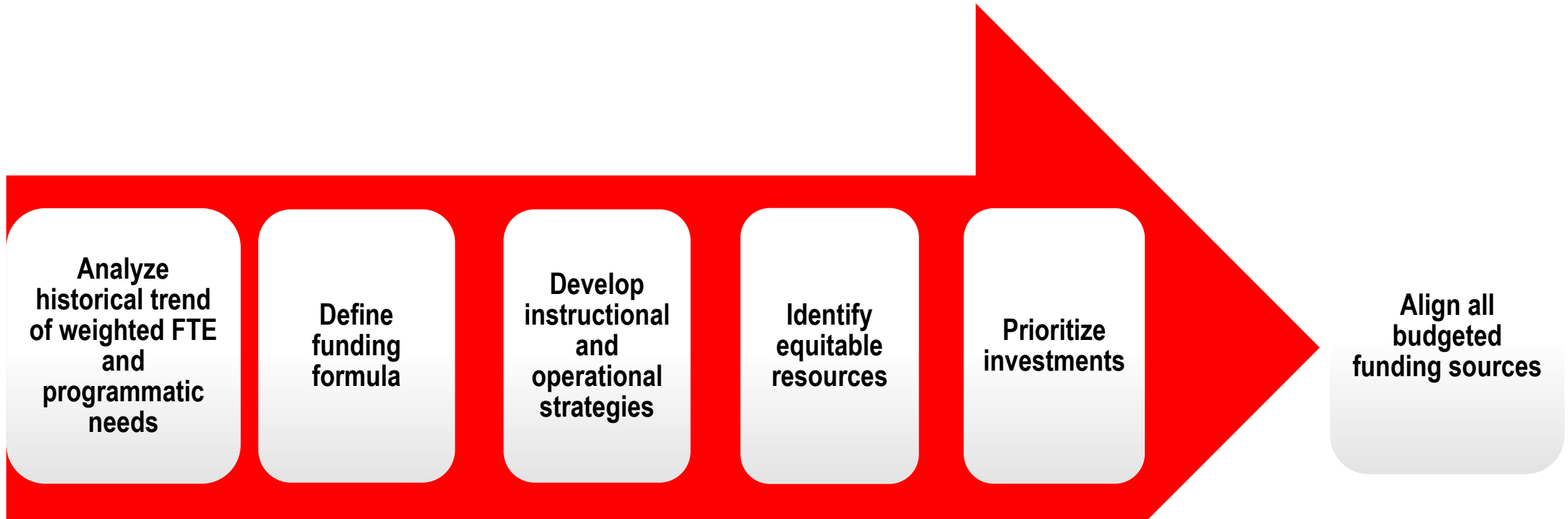
2. Staffing



3. Budget



SCHOOL-BASED BUDGETING PROCESS



COMPARISON OF BUDGET ALLOCATION MODELS

Historical Allocation Model

- No Formula for School Funding
- Unpredictable & Reactive to Positions
- Subjective in Allocation Placement
- Overstaffed/ Understaffed Schools
- Inefficient Resources in all Schools
- Funding Not Aligned to Strategic Plan
 - Intensive Reading Programs

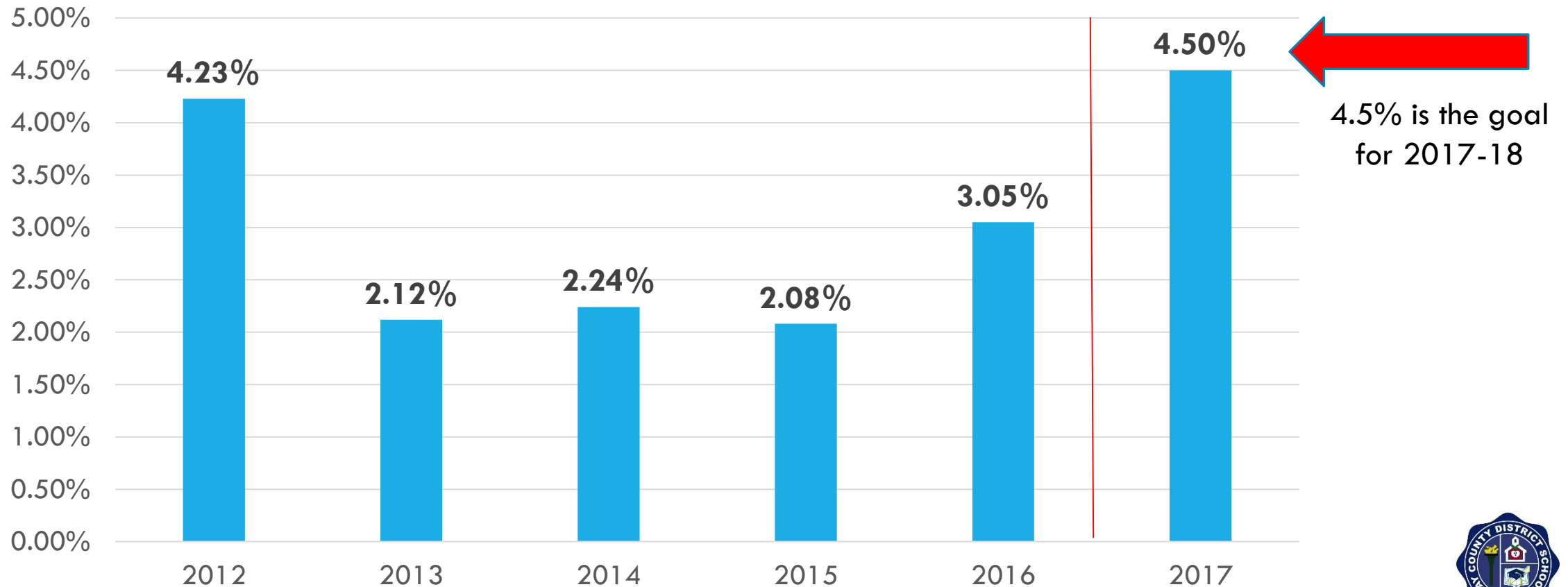
New Allocation Model

- Provides Formula for Generating Funding
- Based on Projected Revenues & Expenditures
- Provides Equitable Resources
- Uses Data to Drive Staffing Needs
- Aligns Positions Control and Funding
- Eliminates Waste & Duplication



HISTORICAL FINANCIAL RESERVE/FUND BALANCE CLAY COUNTY DISTRICT SCHOOLS

Financial Condition Ratio for Fund Balance



COMPARATIVE FINANCIAL STATUS BASED ON SPENDING FUNCTIONS

County	Enrollment	Guidance & Support	Instructional Media	PD	Central Admin	School Admin	Custodial Services	Maintenance	Admin Technology for Data System	Instructional
Clay	37,000	5.53	1.56	0.93	0.31	5.98	7.26	2.00	0.58	66.19
Escambia	39,000	4.95	1.52	1.07	0.30	5.32	9.31	3.79	1.09	61.53
Lake	38,000	5.66	1.37	1.86	0.31	6.88	9.81	2.91	1.53	57.88
Marion	42,000	6.49	1.32	0.57	0.43	5.85	8.12	3.19	1.99	60.88
St. Johns	33,000	6.63	1.79	1.60	0.14	6.12	8.21	2.97	0.26	59.78
St. Lucie	36,000	5.06	1.48	0.20	1.10	8.10	9.77	2.46	1.30	59.95
State	NA	4.61	1.2	0.82	0.43	7.03	9.16	3.23	0.82	61.98

Clay's Rank	NA	3 rd	2 nd	4 th	3 rd	4 th	6 th	6 th	5 th	1 st
-------------	----	-----------------	-----------------	-----------------	-----------------	-----------------	-----------------	-----------------	-----------------	-----------------



TRANSITION OVER THE LAST TWO WEEKS

Two Weeks Before Staff Allocation



One Weeks Before Staff Allocation



Today at Workshop...Hairless



STAFF ALLOCATION DEVELOPMENT

Created & Discussed Staff Allocation with:

- Principals and School-based Leadership
- Cabinet Members & Senior Staff
- Assistant Superintendent of Business Affairs (District CFO)
- In Collaboration with Other like Districts & Former CFO of Orange County
- Union President Participated in a Cabinet Discussion to Review Principal requests for Adds



ELEMENTARY STAFF ALLOCATION MODEL

Administrators:	
Principal – 12 months	1 per school
Assistant Principal/VP– 12 months	851-1399 FTE =1
Assistant Principal – 11 months	0-850 FTE = 1; 1400+ FTE = 1
Basic Teachers:	
Basic Teachers	K-3 1 per 18 FTE; 4-6 1 per 22 FTE
Basic Support:	
Classroom Assistant	Minimum .8 per school
ISS Assistant 9 month	Minimum .8 per school
Media Tech	0.4/0.6/0.8/1.0 (based on 16-17 allocations)
RESOURCE OPTIONS:	
Art/Music/PE/Media	0-899 FTE = 4 per school
Resource	900-1299 FTE = 1; 1300+ FTE = 1
Clerical:	
Principal’s Secretary-12 months	1 per school
Student Records Secretary-12 months	0-1100 FTE =1.0; 1101+ FTE = 1
School Secretary – 10 months	0-535 FTE=.8; 536-1100 FTE=1
School Counselors:	
School Counselor – 10 months	0-775 FTE=1; 776-935 FTE=1.8; 936 + FTE = 2
Student Services:	
Registered Nurse -10 <u>mths</u> or LPN 9/10 <u>mths</u>	1 per school
ESE TEACHERS/PARAPROFESSIONALS:	
ESE Teachers/Paraprofessionals	Based on # of students by exceptionality
ASD	1:1 per 10 FTE
Gifted	1 per 65 FTE
Physically Impaired (PI)	1:1 per 8 FTE
IND-I/S	1:1 per 10 FTE
IND-P	1:1 per 8 FTE
Inclusion	1 per 20 FTE
EBD	1:1 per 10 FTE



ELEMENTARY ADJUSTMENTS

CATEGORY	CHANGE PER SAP	NOTES
Basic Teacher Allocation	Generated by Class Size	K-3:18 per class 4-6: 22 per class
ESE Teacher Allocation	Generated by Student Need	Self-Contained Classes range from 8-10 per class
Media Specialists	All schools will have Media	7 Schools did not have Media
Resource Requirements	Art, Music, PE and Media	2 schools had no Music 9 schools had no Art
Administration Standardization	Generated by School Size	0-850=(1) 11 mo. AP 851-1400= (1) 12 mo. AP 1400+=(1) 11 mo. AP Removed 5 APs



ELEMENTARY FINANCIAL IMPACT BASED ON FTE

Grade Band	Instructional	Instructional ESE	Support	ESE Support	Counselor	Media	Media Tech	AP	Total	Total Cost
Elementary	-27	-5.4	-11.3	-3.9	-1.0	7.0	0	2.8	-38.8	-\$1,883,799.56



JUNIOR HIGH STAFF ALLOCATION MODEL

Administrators:	
Principal – 12 months	1 per school
Vice Principal/AP – 12 months	1 per school ; 1400+ FTE =1
Assistant Principal – 11 months	1 per school
Basic Teachers	
Basic Teachers	1 per 22 FTE
Media Specialist	1 per school
Clerical:	
Principal’s Secretary-12 months	1 per school
Bookkeeper-12 months	1 per school
Student Records Secretary-12 months	1 per school
Clerical – 10 months	0-1000 FTE=1; 1001-1600 FTE=2
School Counselors:	
School Counselor – 10 months	0-1000 FTE=2; 1001-1600 FTE=3
Student Services:	
Registered Nurse (10) or LPN 9 /10 months	1 per school
ISS Assistant	.8 per school
CTE:	
Program Teachers	Allocation is based on # of program
ESE TEACHERS/PARAPROFESSIONALS:	
ESE Teachers/Paraprofessionals	Based on # of students by exceptionality
ASD	1:1 per 10 FTE
Gifted	1 per 65 FTE
Physically Impaired (PI)	1:1 per 10 FTE
Speech Language Pathology (SLP)	Itinerant
IND-I/S	1:1 per 12 FTE
IND-P	1:1 per 8 FTE
Inclusion	1 per 24 FTE
EBD	1:1 per 10 FTE
Language Impaired (LI)	1:1 per 10 FTE
Low Incident and Related Services	Assigned by District based on need



JUNIOR HIGH ADJUSTMENTS

CATEGORY	CHANGE PER SAP	NOTES
Basic Teacher Allocation	Generated by Class Size	6:8:1 per 22 per class
ESE Teacher Allocation	Generated by Student Need	Classes range from 10-12 per class
Media Tech	Removed	
Administration Standardization	Generated by School Size	<ul style="list-style-type: none"> All schools=(1) 12 month VP All Schools = (1) 11 month AP 1400+ = (1) 12 month AP



JUNIOR HIGH FINANCIAL IMPACT BASED ON FTE

Grade Band	Instructional	Instructional ESE	Support	ESE Support	Counselor	Media	Media Tech	AP	Total	Total Cost
Junior High	10	-2.0	0.8	-0.9	0	0	-6.0	1.0	2.9	\$217,129.40



HIGH SCHOOL STAFF ALLOCATIONS

Administrators:	
Principal – 12 months	1 per school
Vice Principal /AP– 12 months	1 per school: 1500-2099 + FTE = 1; 2100 + FTE = 1
Assistant Principal – 11 months	1 per school
Basic Teachers	
Basic Teachers	1 per 25 FTE
Media Specialist	1 per school
Athletic Director, 11- months	1 per school
Clerical:	
Principal’s Secretary-12 months	1 per school
School Secretary – 11 months	1 per school
Bookkeeper-12 months	1 per school
Student Records Secretary-12 months	1 per school
Clerical – 10 months	2 per school
Clerical – 12 months	1500-2000 FTE = 1; 2001-2500 FTE=2
School Counselors:	
School Counselor – 11 months	1000-1500 FTE = 2; 1502 – 2500 FTE=3
School Counselor – 12 months	1000-2000 FTE=1; 2001-2500 FTE=2
Student Services:	
Registered Nurse (10 mths) or LPN 9/10 mths	1 per school
ISS Assistant	.8 per school
Testing Admin Support Asst 10-month	1 per school
ESE SUPPORT:	
Secretary – ESE	Based on needs determined by ESE
ESE TEACHERS/PARAPROFESSIONALS:	
ESE Teachers/Paraprofessionals	Based on # of students by exceptionality
ASD	1:1 per 10 FTE
Physically Impaired (PI)	1:1 per 10 FTE
IND-I/S	1:1 per 12 FTE
IND-P	1:1 per 12 FTE
Inclusion	1 per 27 FTE
EBD	1:1 per 10 FTE
Language Impaired (LI)	1:1 per 10 FTE
Low Incident and Related Services	Assigned by District based on need



HIGH SCHOOL ADJUSTMENTS

CATEGORY	CHANGE PER SAP	NOTES
Basic Teacher Allocation	Generated by Class Size	9-12:1 per 25 per class
ESE Teacher Allocation	Generated by Student Need	Classes range from 10-12 per class
Media Specialists	One Generated Per School	6 Schools have two Media Specialists; plan is to move all 6 to elementary schools.
Academy Coaches	One Generated Per School	Change Job Title to “College and Career Coach”
Administration Standardization	Generated by School Size	All schools= (1) 12 month VP All schools= (1) 11 mo. AP 1500-2099= (1) 12 mo. AP 2199+=(1) 12 mo. AP





RATIONALE FOR MOVING MEDIA SPECIALISTS TO ELEMENTARY SCHOOL

- Not all Elementary Schools have Media
- # of Books Checked out by Grade Band
 - **Elementary= 450,000 Books**
 - **High School= 29,000 Books**
- Literacy Must be the Foundation of Learning

County	# of Media Specialists	Media Techs
Alachua	1	0
Baker	1	0
Bradford	1	0
Citrus	1	0
Duval	1	0
Flagler	1	1
Marion	0.5	0
Miami D	Discretion of Specialists or Tech Teacher	
Nassau	1	0
Pasco	0	0
Putnam	1	0
Sarasota	0	0
St. Johns	1	1
Volusia	1	1

HIGH SCHOOL FINANCIAL IMPACT BASED ON FTE

Grade Band	Instructional	Instructional ESE	Support	ESE Support	Counselor	Media	Media Tech	AP	Total	Total Cost
High School	-20	3.0	-3.6	5.4	0	-6.0	-1.0	-1.0	-22.2	-\$1,043,951.82



OVERALL IMPACT OF STAFF ALLOCATION MODEL

Grade Band	Instructional	Instructional ESE	Support	ESE Support	Counselor	Media	Media Tech	AP	Total	Total Cost
Elementary	-27	-5.4	-11.3	-3.9	-1.0	7.0	0	2.8	-38.8	-\$1,883,799.56
Junior High	10	-2.0	0.8	-0.9	0	0	-6.0	1.0	2.9	\$217,129.40
High School	-20	3.0	-3.6	5.4	0	-6.0	-1.0	-1.0	-22.2	-\$1,043,951.82
Alternative	-5	-0.04	0	0	-1.0	0	0	0	-6.4	-\$404,348.94
Total	-42	-4.8	-14.1	0.6	-2.0	1.0	-7.0	3.8	-64.5	(\$3,114,970.92)



DOING THE MATH... 17-18 PROJECTED OPEN POSITIONS

Annual Number of Instruction Positions

- Instructional Retirements: 88
- Non-Reappoints: 9
- Teacher Resignation: 155
- Total Open Positions: **252**

Annual Number of Non-instruction Positions

- Retirements/ Resignations: 268
- Non-Reappoints: 10
- Total Open Positions: **278**

Determining Placement

- Natural Attrition
- Voluntary Transfer
- Contract Status (PSC vs AC)
- Evaluation Score
- Continuous Employment with District



WHAT WILL THE \$3,000,000.00 BE REPURPOSED FOR?

Category	Currently Budgeted for 2017-18	Amount Needed for 2017-18
School Board Approved New Charter	\$0.00	\$2,500,000.00
Funding to Teacher Performance Pay	\$1,200,000.00	\$ 800,000.00
Funding to Provide Resources for Tier 2 & 3 <ul style="list-style-type: none"> ➤ 6300 Level 1 and 2 Readers in Clay ➤ I-Ready K-3 ➤ Achieve 3000 4-10th Grade ➤ LLI Reading in Elementary ➤ K-2 Common Phonics Program 	\$0.00	\$1,200,000.00
Funding to Improve Fund Balance	\$8,200,000.00	\$2,600,000.00
Funding to Improve Technology	\$1,000,000.00	\$1,500,000.00
Funding for Clay Connect Teacher Institute	\$0.00	\$ 216,000.00
Funding for Leadership Institute	\$20,000.00	\$ 30,000.00
Raises for Teacher, Support Staff, and Admin		To Be Determined