

## [2013-2014]

## CLASS SIZE AMENDMENT

|  | Teachers | Admin (S) | Admin (D) | Support (S) | Support (D) |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $13-14$ | 34,781 | 2,528 | 103 | --- | --- | --- |
| $12-13$ | 35,777 | 2,588 | 101 | 59 | 1,351 | 474 |
| $07-08$ | 36,876 | 2,520 | 95 | 53 | 1,195 | 479 |



School District of Clay County

$$
[2013-2014]
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## Comprehensive Improvement Planning \& Budgeting Timelines

## ACTIVITY

## DATES

1. Enrollment Projections Due...................................... Oct. 26, 2012
2. FTE Projections Due (District).................................. Nov. 20, 2012
3. FTE Projections to DOE............................................. Dec. 14, 2012
4. Projected Allocations Due........................................ Jan. 31, 2013
5. Classroom Needs Assessment Completed.............. Feb. 8, 2013
6. Reappointment Printouts/Staff Evaluations Due... March 1, 2013
7. 2013-2014 Staff Allocations to Board..................... March 21, 2013
8. Division Review of Budgets....................................... April 1, 2013
9. Principals' Budget Meeting...................................... April 9, 2013
10. Board Approves PSC/CC Reappointments............. April 18, 2013

## [2013-2014]

## ACTIVITY

## DATES

11. School Budget Detail Sheets to Business Affairs. ..... May 3, 2013
12. Submit \& Enter Final Copy of District Plans/Budget Detail Sheets to Deputy Supt. ..... May 10, 2013
13. Enter School Budgets for Business Affairs ..... May 17, 2013
14. Strategic Plan/Budget Workshop(s) ..... June/July, 2013
15. Begin TRIM Guidelines ..... July 1, 2013
16. Approval of Advertising ..... July 18, 2013
17. Advertise. ..... July 25, 2013
18. Public Hearing to Approve Tentative Budget \& Educational Facilities Plan ..... July 29, 2013
19. Public Hearing to Approve Final Budget \& Educational Facilities Plan. ..... Sept. 12, 2013
20. School Improvement Plan - Data Report. ..... Sept. 20, 2013

## Projected Enrollment - Letter to Principals

1. Please complete the attached enrollment projection form.
2. Elementary schools should move all students up 1 grade, taking into account retention \& estimating the \# of entering kindergarteners in 2013-14. Communicate the \# of this year's $6{ }^{\text {th }}$ graders to the receiving junior highs. Elementary schools with PreK ESE should enter the projected enrollment in the category listed near the top of the form.
3. Junior High Schools should move all $7^{\text {th }}$ graders up to $8^{\text {th }}$ grade, taking into account retention after summer school promotions. Communicate the \# of this year's $8^{\text {th }}$ graders to the high schools.
4. High Schools should move all students up one grade, taking into account a reasonable retention rate, after summer school promotions, and a projected dropout rate for each grade. Give careful consideration to your rising seniors.
5. Self-contained ESE students must include headcounts of students in your ASD, Ind-E, Ind-P, PI, LI, E/BD Self-Contained, and E/BD Severe units. Failure to report these students on the appropriate line will have a negative impact on staff allocations.
6. If you estimate any growth, other than that which may result from moving students up 1 grade, you should do so only on the basis of tangible evidence relating to new residences, etc.
7. Special Pupil Requests, if not accurately projected, can significantly affect allocations \& Classrooms.
8. The District Office will finalize enrollment projections and prepare "FTE Drafts" for all schools beginning November 16, 2012.

School District of Clay County

## Enrollment Worksheets

## Argyle Elementary

Estimate the enrollment for each grade in the school. Include self-contained ESE students in their appropriate grades.

| GRADE | ENROLLMENT/UNWEIGHTED FTE |
| :---: | :---: |
| Pre-K / VPK |  |
| Pre-K / Other |  |
| Pre-K/ESE |  |
| K | (Including ___ Retainees \& ___ Self-Contained ESE) |
| 1 | (Including ___ Retainees \& ___ Self-Contained ESE) |
| 2 | (Including ___ Retainees \& ___ Self-Contained ESE) |
| 3 | (Including ___ Retainees \& ___ Self-Contained ESE) |
| 4 | (Including ___ Retainees \& ___ Self-Contained ESE) |
| 5 | (Including ___ Retainees \& ___ Self-Contained ESE) |
|  | TOTAL: _ |
|  | *** GRAND TOTAL:__ (PK + K-3 + 4-5) |

$\qquad$ .

## Enrollment Worksheets

## Green Cove Springs Junior High School

Estimate the enrollment for each grade in the school. Include self-contained ESE students in their appropriate grades.

```
    GRADE ENROLLMENT/UNWEIGHTED FTE
    _____ (Including______ Retainees & _____ Self-Contained ESE)
8 (Including_____________ Self-Containees & ____ ESE)
TOTAL:
```

$\qquad$

``` (4-5)
*** GRAND TOTAL:
``` \(\qquad\)
``` \((P K+K-3+4-5)\)
```

*** NOTE: Number of Special Pupil Requests (SPR) included in the Grant Total $\qquad$ .


## Enrollment Worksheets

## Clay High School

Estimate the enrollment for each grade in the school. Include self-contained ESE students in their appropriate grades.

GRADE ENROLLMENT/UNWEIGHTED FTE

*** NOTE: Number of Special Pupil Requests (SPR) included in the Grant Total $\qquad$ .

## [2013-2014]

## School Name: Argyle Elementary <br> School \#: 0591 Combined Grades: PK-3

1. Enter total enrollment for these grades
2. Combined estimated FTE earned in these grades in these FEFP Programs:

| FEFP Program | Pgm. \# | FTE | FTE Program | Pgm. \# | FTE |
| :--- | :---: | :---: | :---: | :---: | :---: |
| ESE Support Level I | 111 |  | Teen Parent | 101 |  |
| ESE Support Level II | 112 |  | Int. Eng. / ESOL K - 3 | 130 |  |
| ESE Support Level III | 113 |  |  |  |  |
| ESE Support Level IV | 254 |  |  | Sub Total |  |
| ESE Support Level V | 255 |  |  |  |  |
|  | Sub Total |  |  |  |  |
|  |  |  | TOTAL |  |  |

Enter Total of Line 2
Basic FTE to State: Line 1 minus Line 2.

## [2013 - 2014]

## School Name: Oakleaf Junior School \#: 0611 <br> Combined Grades: 6-7

1. Enter total enrollment for these grades
2. Combined estimated FTE earned in these grades in these FEFP Programs:

| FEFP Program | Pgm. \# | FTE | FTE Program | Pgm.\# | FTE |
| :--- | :---: | :---: | :---: | :---: | :---: |
| ESE Support Level I | 111 |  | Agriculture | 300 |  |
| ESE Support Level II | 112 |  | Business/Office | 300 |  |
| ESE Support Level III | 113 |  | Distributive | 300 |  |
| ESE Support Level IV | 254 |  | Diversified | 300 |  |
| ESE Support Level V | 255 |  | Health | 300 |  |
|  |  |  | Public Service | 300 |  |
|  | Sub Total |  | Consumer Science | 300 |  |
| Teen Parent | $101 / 103$ | Industrial | 300 |  |  |
| Int. Eng. / ESOL K-3 | 130 | Exploratory | 300 |  |  |
| Int. Eng. / ESOL 4-8 | 130 |  | Sub Total |  |  |
| Int. Eng. / ESOL 9-12 | 130 |  |  |  |  |

Enter Total of Line 2.
Basic FTE to State: Line 1 minus Line 2.

## [2013 - 2014]

## School Name: Oakleaf High School \#: 0431

1. Enter total enrollment for these grades.
2. Combined estimated FTE earned in these grades in these FEFP Programs:

| FEFP Program | Pgm. \# | FTE | FTE Program | Pgm. \# | FTE |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: |
| ESE Support Level I | 111 |  | Agriculture | 300 |  |  |
| ESE Support Level II | 112 |  | Business/Office | 300 |  |  |
| ESE Support Level III | 113 |  | Distributive | 300 |  |  |
| ESE Support Level IV | 254 |  | Diversified | 300 |  |  |
| ESE Support Level V | 255 |  | Health | 300 |  |  |
|  |  |  | Public Service | 300 |  |  |
|  | Sub Total |  | Consumer Science | 300 |  |  |
| Teen Parent | $101 / 103$ | Industrial | 300 |  |  |  |
| Int. Eng. / ESOL K-3 | 130 | Exploratory | 300 |  |  |  |
| Int. Eng. / ESOL 4-8 | 130 |  | Sub Total |  |  |  |
| Int. Eng. / ESOL 9-12 | 130 |  |  |  |  |  |
|  |  |  |  |  |  |  |

Enter Total of Line 2.
Basic FTE to State: Line 1 minus Line 2.

PROJECTED ENROLLMENT (2013-2014)

| School | PK | K | 1 | 2 | 3 | PK-3 Total | 4 | 5 | 6 | 7 | 8 | 4-8 Total | 9 | 10 | 11 | 12 | 9-12 Total | Grand Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| AES | 10 | 97 | 96 | 109 | 85 | 397 | 88 | 89 | 0 | 0 | 0 | 177 | 0 | 0 | 0 | 0 | 0 | 574 |
| CEB | 19 | 117 | 119 | 129 | 108 | 492 | 92 | 81 | 100 | 0 | 0 | 273 | 0 | 0 | 0 | 0 | 0 | 765 |
| WEC | 7 | 90 | 87 | 95 | 79 | 358 | 83 | 82 | 85 | 0 | 0 | 250 | 0 | 0 | 0 | 0 | 0 | 608 |
| CHE | 0 | 58 | 58 | 52 | 64 | 232 | 60 | 61 | 49 | 0 | 0 | 170 | 0 | 0 | 0 | 0 | 0 | 402 |
| CGE | 2 | 75 | 64 | 93 | 84 | 318 | 91 | 90 | 77 | 0 | 0 | 258 | 0 | 0 | 0 | 0 | 0 | 576 |
| DIS | 2 | 114 | 113 | 85 | 104 | 418 | 96 | 112 | 101 | 0 | 0 | 309 | 0 | 0 | 0 | 0 | 0 | 727 |
| FIE | 39 | 78 | 76 | 106 | 93 | 392 | 98 | 106 | 130 | 0 | 0 | 334 | 0 | 0 | 0 | 0 | 0 | 726 |
| GPE | 14 | 78 | 71 | 74 | 69 | 306 | 43 | 65 | 54 | 0 | 0 | 162 | 0 | 0 | 0 | 0 | 0 | 468 |
| SBJ | 13 | 68 | 72 | 75 | 81 | 309 | 61 | 66 | 66 | 0 | 0 | 193 | 0 | 0 | 0 | 0 | 0 | 502 |
| KHE | 15 | 92 | 85 | 86 | 98 | 376 | 91 | 91 | 104 | 0 | 0 | 286 | 0 | 0 | 0 | 0 | 0 | 662 |
| LAE | 8 | 94 | 89 | 99 | 110 | 400 | 127 | 109 | 110 | 0 | 0 | 346 | 0 | 0 | 0 | 0 | 0 | 746 |
| LES | 0 | 125 | 118 | 113 | 105 | 461 | 100 | 98 | 122 | 0 | 0 | 320 | 0 | 0 | 0 | 0 | 0 | 781 |
| MBE | 0 | 103 | 102 | 95 | 82 | 382 | 73 | 77 | 83 | 0 | 0 | 233 | 0 | 0 | 0 | 0 | 0 | 615 |
| MCE | 0 | 68 | 61 | 77 | 67 | 273 | 65 | 69 | 84 | 0 | 0 | 218 | 0 | 0 | 0 | 0 | 0 | 491 |
| MRE | 12 | 70 | 69 | 57 | 72 | 280 | 62 | 59 | 72 | 0 | 0 | 193 | 0 | 0 | 0 | 0 | 0 | 473 |
| OVE | 20 | 150 | 153 | 150 | 157 | 630 | 158 | 151 | 0 | 0 | 0 | 309 | 0 | 0 | 0 | 0 | 0 | 939 |
| OPE | 0 | 72 | 72 | 72 | 90 | 306 | 88 | 66 | 66 | 0 | 0 | 220 | 0 | 0 | 0 | 0 | 0 | 526 |
| PES | 0 | 118 | 102 | 125 | 95 | 440 | 142 | 127 | 138 | 0 | 0 | 407 | 0 | 0 | 0 | 0 | 0 | 847 |

PROJECTED ENROLLMENT (2013-2014)

| School | PK | K | 1 | 2 | 3 | PK-3 Total | 4 | 5 | 6 | 7 | 8 | 4-8 Total | 9 | 10 | 11 | 12 | 9-12 Total | Grand Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| POE | 0 | 145 | 146 | 144 | 168 | 603 | 138 | 138 | 0 | 0 | 0 | 276 | 0 | 0 | 0 | 0 | 0 | 879 |
| ROE | 10 | 73 | 75 | 68 | 84 | 310 | 66 | 99 | 71 | 0 | 0 | 236 | 0 | 0 | 0 | 0 | 0 | 546 |
| RVE | 0 | 84 | 80 | 70 | 79 | 313 | 75 | 88 | 89 | 0 | 0 | 252 | 0 | 0 | 0 | 0 | 0 | 565 |
| SLE | 6 | 95 | 96 | 89 | 87 | 373 | 107 | 96 | 102 | 0 | 0 | 305 | 0 | 0 | 0 | 0 | 0 | 678 |
| SPC | 0 | 58 | 49 | 67 | 55 | 229 | 55 | 74 | 54 | 0 | 0 | 183 | 0 | 0 | 0 | 0 | 0 | 412 |
| TBE | 0 | 137 | 137 | 135 | 153 | 562 | 139 | 168 | 142 | 0 | 0 | 449 | 0 | 0 | 0 | 0 | 0 | 1011 |
| TES | 5 | 122 | 121 | 122 | 113 | 483 | 91 | 100 | 115 | 0 | 0 | 306 | 0 | 0 | 0 | 0 | 0 | 789 |
| WES | 27 | 108 | 113 | 77 | 92 | 417 | 97 | 97 | 105 | 0 | 0 | 299 | 0 | 0 | 0 | 0 | 0 | 716 |
| GCSJH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 400 | 430 | 830 | 0 | 0 | 0 | 0 | 0 | 830 |
| LAJH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 535 | 525 | 1060 | 0 | 0 | 0 | 0 | 0 | 1060 |
| LJHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 382 | 442 | 824 | 0 | 0 | 0 | 0 | 0 | 824 |
| OLJH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 417 | 425 | 456 | 1298 | 0 | 0 | 0 | 0 | 0 | 1298 |
| OPJH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 369 | 368 | 737 | 0 | 0 | 0 | 0 | 0 | 737 |
| WJHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 393 | 378 | 771 | 0 | 0 | 0 | 0 | 0 | 771 |
| CHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 340 | 338 | 331 | 291 | 1300 | 1300 |

PROJECTED ENROLLMENT (2013-2014)

| School | PK | K | 1 | 2 | 3 | PK-3 Total | 4 | 5 | 6 | 7 | 8 | $4-8$ Total | 9 | 10 | 11 | 12 | $9-12$ Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FIHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 510 | 508 | 516 | 466 | 2000 |
| KHHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 186 | 193 | 379 | 214 | 179 | 201 | 198 | 792 |
| MHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 408 | 454 | 444 | 398 | 1704 |
| OHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 527 | 503 | 458 | 495 | 1983 |
| OPHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 400 | 406 | 419 | 404 | 1629 |
| RHS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 437 | 398 | 345 | 398 | 1578 |
| BLC | 19 | 0 | 0 | 0 | 0 | 19 | 0 | 0 | 2 | 13 | 13 | 28 | 19 | 17 | 32 | 34 | 102 |
| CVA | 0 | 12 | 15 | 15 | 12 | 54 | 6 | 6 | 11 | 36 | 36 | 95 | 16 | 21 | 21 | 22 | 80 |


| SUBTOTAL | PK - 3 Total | $4-8$ Total | $9-12$ Total | Grand Total |
| :--- | :---: | :---: | :---: | :---: |
|  | 10,133 | 12,986 | 11,168 | 34,287 |


| LLC | 42 | 2 | 0 | 0 | 0 | 44 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 44 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Vouch | 0 | 3 | 15 | 20 | 26 | 64 | 35 | 37 | 52 | 60 | 52 | 236 | 41 | 31 | 26 | 24 | 122 | 400 |
| FYCA | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 50 | 50 | 50 |


| TOTAL | PK - 3 Total | $4-8$ Total | $9-12$ Total | Grand Total |
| :--- | :---: | :---: | :---: | :---: |
|  | 10,241 | 13,222 | 11,340 | 34,781 |



## [2013-2014]

## Resource Teachers Formula

- Average of 25 students per period.
- K-5: 150 Students a day.
- K-6: 175 Students a day.
- Range is 150 to 190 for adding or deleting.

O EXAMPLE:
$\checkmark$ CEB has a projected enrollment of 765 next year.
$\checkmark$ Currently, CEB has 4 Resource Teachers.
$\checkmark$ Ratio with 4 is $1: 191$
$\checkmark$ We added 1 teacher and now that range is 1:153
O EXAMPLE:
$\checkmark$ LAE is projected at 746 next year.
$\checkmark$ Currently, LAE has 5 Resource Teachers.
$\checkmark$ Ratio with 5 is 1:149
$\checkmark$ We have deleted 1 Resource, so now the Ratio is 1:186

