



2015-2016 Preliminary Staffing Plan



February 24, 2015

Intent of Staffing Plan



- ▶ Meet student needs
- ▶ Utilize staffing responsibly
- ▶ Adhere to guidelines rather than fixed standards
- ▶ Consider multiple measures in decision-making
- ▶ Align to enrollment

Planning Process

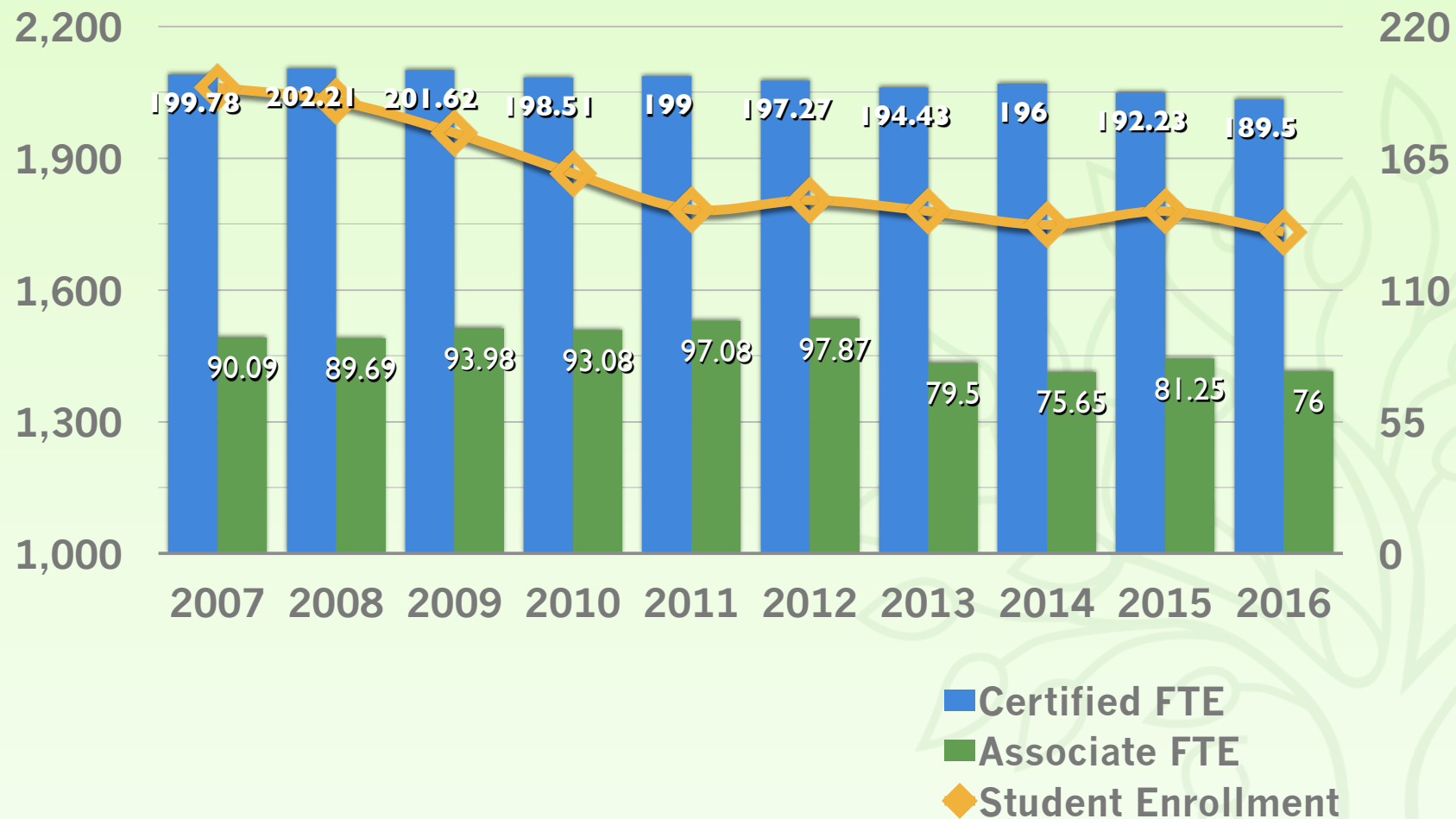
1. Analyze Enrollment
History & Trends

2. Apply Annual,
Program, and Benchmark
Adjustments

3. Consult with Director
of Pupil Services

4. Confer with Principals
&
Superintendent

Enrollment & Staffing 2007–16



Personnel Adjustments Types

Annual	Personnel changes the District routinely makes each year.
Program	Personnel changes based on shifts in curriculum program or those which bring comparability between schools.

2015-2016 Projected Enrollment *(as of 2/14/15)*

	CI	GR	HW	SK	CW	DIST
Enrollment	388	246	230	426	442	1732
Difference from 2014-2015	-2	-25	-12	-12	+4	-47
Percentage difference from 2014-15	0%	-10%	-5%	-2.8%	+1%	-2.6%

Proposed Adjustments 15-16

Annual Adjustment	Classroom/ Core Subject Teacher (-.9 FTE) Certified Special Education (-2.00 FTE) Specials and Related Studies (+.31) Classroom Associates (-0.5 FTE) Special Education Program Associates (+7.75 FTE)* Special Education IEP Associates (- 12.5 FTE)* Secretary/ Administrative (-1.0 FTE)
Program Adjustment	SOAR Program Teacher & Social Worker(+2.0 FTE) Special Education Reclassify (+2.0 FTE)*
TOTAL	Certified (-2.73FTE) Non-Certified (-6.25-.FTE) Combined (-8.98 FTE)

*Anticipate fluctuation by 8/2015

Personnel Adjustments 15-16

By School

2015-2016 PERSONNEL ADJUSTMENTS SUMMARY 1/14/15

[illegible]

Additional Considerations

- ▶ March staffing predictions for the following school year are responsibly conservative and typically increase by August based on student/program needs. Staff, as needed, will be brought to the Board.
 - ▶ Spring '12 = -25.01 FTE; Actual 12-13 = -20.19 FTE
 - ▶ Spring '13 = -9.27 FTE; Actual 13-14 = -2.30 FTE
 - ▶ Spring '14 = -10.85 FTE; Actual 14-15 = -7.08 FTE
- ▶ Annual Reviews for students with an IEP have not yet occurred.
- ▶ This year marks the last year of benchmarking adjustments.

Next Steps

1. Continue tracking student enrollment
2. Monitor information from Annual IEP Reviews
3. Approve 2015-2016 staffing at March 24, 2015, Board Meeting, including Reductions in Force (RIF)
4. Continue to monitor and adjust





Q & A



A Community of Learners

2015-16 School Year Preliminary Staffing and Enrollment

TO: School Board
Superintendent Trisha Kocanda

FROM: Maureen Hager, Director of Human Resources

February 24, 2015

Overview & Background

Each spring, the District seeks to project the likely enrollment for the subsequent year to anticipate the appropriate level of staffing, as well as any personnel actions that should occur at the March meeting. Administration has continued to work to determine the appropriate staffing for the district based on anticipated enrollment for the 2015-16 school year. We have continued to refine the preliminary information shared with the Board at the January Board meeting as well as monitored the enrollment indicators for the coming school year.

Enrollment Projections for the 2015-16 School Year

At this time, we continue to plan using the anticipated 3% lower enrollment from the current enrollment of 1,790 (12/30/14). In the past month, 10 students have left the district with one student anticipated to enroll in the next few weeks. We have no indication that there will be an unusual enrollment pattern between now and August to increase the smaller incoming kindergarten classes for the Fall.

Live birth data for Cook County reflects a continued decrease in the number of births affiliated with the 60093 zip code. The County is slow to update this information, and we have now received the actual numbers for the 2010 year. Typically, we register 50% to 70% more children five years later for their kindergarten year than are born in the 60093 area. To state the obvious, we have fewer children being born to the families who already live in, or move to, Winnetka.

The MLS data for our District indicates that the current real estate market continues to be

flat with moderate activity due to a low supply of single family homes available for purchase.

Staffing Levels

Since 2011, the District has been engaged in a process to review staffing levels for the purpose of bringing staffing in line with enrollment. Having undergone a multi-phase process to accomplish this strategic goal of matching our staffing and enrollment levels (Goal 33.4.a.i), we are now at a point when we are making annual adjustments as appropriate. The staffing plan that will be presented to the Board in March includes adjustments at the building level to recognize the increases and decreases in grade level sections.

Overall, we will present a staffing plan that shows a decrease of certified and classified staff at approximately the 3% level. As has been the practice, if additional adjustments are merited, these will be brought to the Board for approval.

At the elementary school level, we anticipate the addition of one first grade classroom at Crow Island (increase from four to five sections), the reduction of one kindergarten classroom at Greeley (decrease from three to two sections), and the decrease of one first grade section at Hubbard Woods (decrease from three to two sections). Specials staff have been adjusted to reflect these section shifts.

At the middle school level, staffing needs remain stable and some slight adjustments have been made at Skokie in the related studies areas to provide for appropriate class options for students as well as support for the need for teachers to have common planning time in their schedules. The Skokie secretarial level has been decreased by one FTE based on the assurance from the principal that one secretary is sufficient for the needs of the building.

In the Student Services area, annual needs are typically affected by decisions made in the annual review process. However, by virtue of having staffing guidelines in place regarding the ratio of staff to IEP caseloads, we are able to anticipate the likelihood that we are appropriately staffed to service IEP needs for the coming year. We have implemented an increase of staff for the SOAR Program previously approved by the Board. This will result in the reassignment of one special education FTE from the Washburne staff and one new special education teacher at Skokie. Both schools will also have two additional associates.

The attached staffing report includes more specific information on the distribution of staff at both the building and District levels.

Next Steps

We have begun the process of matching current staff with positions for the next year. There will be limited need to reduce in force or release staff this spring. Those actions that need to be taken will be brought to the Board at the March meeting. Those positions for which we will post have been identified and the goal is to begin the hiring process for those open positions immediately.

[Click here](#) to view the presentation.



2015-2016 Preliminary Staffing Plan for the Winnetka Public Schools

Administration

The administrative staffing plan is organized into two categories: school level and district level leadership.

School Level

Each school has a 1.0 FTE Principal. The middle schools now split a 1.0 FTE Assistant Principal. This accounts for a total of 6.0 FTE school level administrators.

District Level

The District level leadership consists of a Superintendent, Chief Financial Officer, Director of Human Resources, Director of Curriculum, Director of Technology, and Director of Student Services. This accounts for a total of 6.0 FTE District Level administrators.

- *Administration: Continue enrollment benchmarked adjustment for 2015-2016 resulting in the middle schools continuing to share a 1.0 Assistant Principal*

Skokie	Maintain 1.0 FTE principal and .5 assistant principal
Washburne	Maintain 1.0 FTE principal and .5 assistant principal
District	No changes to the district central office staffing level
Total	Maintain FTE of current administrative staff

Elementary Grade-Level Teachers

Each spring, the District makes student enrollment projections for the following school year. The single, greatest determinant of grade level sections is school-specific grade level enrollment.

The following class size *guidelines* were developed in 2012, reviewed and recommitted to in 2015, and are used to determine the number of sections per grade level at kindergarten – fourth grade.

<u>Kindergarten, First, & Second Grades:</u>	17-20 students
<u>Third & Fourth Grades:</u>	17-21 students

▣ *Elementary Grade Level: Proposed annual adjustments for 2015-2016*

Crow Island	Increase 1.0 FTE certified staff to add a first grade section
Greeley	Decrease 0.5 FTE certified staff to decrease in a kindergarten section
Hubbard Woods	Decrease 1.0 FTE certified staff due to decrease in 1st grade section
Total	Decrease in 0.5 FTE certified staff

Middle School Content-Area Teacher

Each spring, the District makes student enrollment projections for the following school year. At the middle school level, student enrollment and school schedules determine staffing needs. Both Skokie and Washburne use a teaming structure to support the needs of middle school students. Skokie has grade level teams of two teachers and Washburne has teams of four teachers.

The following class size *guidelines* are used to determine staffing levels at each middle school for teachers/teams to meet student needs:

Fifth, Sixth, Seventh & Eighth Grades: 15-23 students

After a number of years during which enrollment decreased by ~10% (2006 – 2007 through 2013-2014), enrollment flattened for the 14-15 school year and will continue at the current levels with a slight decline in student enrollment at Skokie as the current 4th grade moves to 5th. The reduction of a teacher team occurred in the 2014 - 2015 school year and no teacher reductions are indicated for the 2015-2016 year.

▣ *Middle School Content-Area Teacher: Proposed annual adjustments for 2015-2016*

Skokie	No changes
Washburne	No changes
Total	No changes

Specials/Related Studies

The Specials and Related Studies courses include vocal music, elementary strings, orchestra, band, visual art, kinetic wellness/health, electives, Spanish and French. Appropriate adjustments to music, art and kinetic wellness were made in the 2014-15 staffing plan based on the comprehensive report shared with the Board at the January 28, 2014, meeting. The standards upon which these adjustments were made continue to guide the staffing in the special and related studies areas. The elementary specials changes reflect adjustments to specials based on enrollment. The changes to the middle school related studies areas at Skokie reflect the need for fewer kinetic wellness classes and an effort to insure that the related studies schedule meets student needs and provides common planning time for each grade level team.

▫ *Elementary Specials: Proposed adjustments for 2015-2016*

Crow Island	Increase in 0.2 FTE in Art Increase in 0.2 FTE in Music Increase in 0.1 FTE in World Language Spanish
Greeley	Decrease 0.2 FTE in Art
Hubbard Woods	Decrease 0.25 FTE in Kinetic Wellness Decrease 0.2 FTE in Music
Total	Decrease in 0.15 FTE for certified staff

▫ *Middle School Related Studies:*

Skokie	Decrease 0.35 FTE Kinetic Wellness Increase 0.66 FTE Digital Literacy
Washburne	No changes
Total	Increase in 0.31 FTE for certified staff

Special Education Teachers

The Special education teacher's primary responsibility is to meet the needs of students receiving services per the individual student's IEP. The preliminary staffing plan is based on an informed estimate of expected services needed to support students in special education. The Director of Student Services reviews the number of current and expected IEPs, the number of service minutes, and the caseloads. The principals also review the building schedules to predict needs. It is also worthy to note, however, that a limited number of IEPs for 2015-2016 have been completed. Therefore, the preliminary

staffing plan should be considered a conservative estimate of the staffing needs for next school year.

The FTE needs for standard resource level special education teachers (not inclusive of special programs addressing more intensive student needs such as the ERP, ELS, or SOAR programs) can be estimated by using the number of students on an IEP and dividing by the average caseload of 15. We verify calculations with actual IEP numbers and service minutes. We will continue to do so throughout the remainder of the school year.

In addition to providing services to students with IEPs, special education teachers also provide instruction to students receiving Tier III interventions within the Response to Intervention (RtI) system. The 2013-2014 staffing plan was the first plan to delineate the level of FTE dedicated to RtI services. We continue to have staffing needs reflect this allocation.

Of note is the addition of special education staff in the SOAR Program at the District level serving students at both middle schools. This program will address the emotional needs of students who are academically capable, but challenged to achieve at their potential given their emotional needs. The program was approved at the January meeting of the Board. One certified staff position in the current Washburne staffing plan will be reallocated to this program and an additional certified position has been included in the 2015-16 staffing plan at the District level. A 1.0 FTE reading specialist position is being reallocated to the related services staff at Washburne as the position is not a special education licensed position.

▫ *Special Education Teachers: Proposed annual adjustments for 2015-2016*

Crow Island	No change
Greeley	No change
Hubbard Woods	No change
Skokie	No change
Washburne	Decrease 2.0 FTE certified staff (move 1.0 to District SOAR and 1.0 FTE to reclassification of reading position to related services staff)
District	Increase 2.0 FTE certified staff (SOAR)
Total	No change

Related Service Staff

Related services staff includes Speech/Language Pathologists, Reading Specialists, Social Workers, and Psychologists. The teachers in these specialized fields provide services to students, including those who receive special education services. Related service teachers underwent a benchmark adjustment for the 2013-2014 school year with additional annual adjustments in 2014-15 and 2015-16.

In regard to Speech/Language Pathologists, the District created a benchmark in 2013-2014 to determine FTE by calculating 15% of all students for the elementary schools and 9% at the middle schools, and then dividing by a typical caseload of 40 students. The numbers were then verified by reviewing SP/L IEP requirements. This process is currently being undertaken by the Director of Student Services for the 2015-16 school year. Speech/Language Pathologists provide direct services to students who qualify under an IEP.

The staffing needs for elementary Reading Specialists are determined by calculating 15% of the projected student enrollment, then equating the result to the number of "sections." The middle school needs are determined by calculating 10% of student enrollment. The differences in percentages are due to the more intense needs of emerging readers at the elementary level.

Social workers support all students in a building. While a social worker provides direct support for students with social-emotional IEP goals, they also support instruction and needs for all students. It was determined that each elementary school benefits from 1.0 FTE social worker, regardless of size. Further, the enrollment at Crow Island is such that their allocation includes an additional .5 in social work service as a 1.0 allocation does not provide time beyond that which is needed to address IEP goals. Therefore, we have had to increase this allocation mid-year to address general building needs that were not being met. In addition, due to increased SEL needs of adolescents, Skokie has a 1.5 FTE social worker, and Washburne has 2.0 FTE social worker.

It was determined that there is a need for approximately a half time or 0.5 FTE psychologist per elementary school and 1.0 FTE per middle school. Washburne employs a 0.6 FTE psychologist, as interns and practicum students are able to fulfill the 0.4 FTE responsibilities. Psychologists support students receiving special education and RtI services. They also support the administrator in facilitating IEP meetings. The increasing enrollment at Crow Island has necessitated more flexibility in the psychologist's schedule. It is typical that .6 of the psychologist's time is spent at Crow Island and .4 is spent at Greeley. Administration is monitoring the time necessary to serve the Crow Island needs and the time that is removed from Greeley as the partner school assignment.

Additionally, at the District level, a full time 1.0 social work position will be split between the Skokie and Washburne campuses to provide support for students in the SOAR program.

▫ *Related Service Staff:*

Crow Island	Increase of 0.1 FTE in certified psychologist
Greeley	Decrease of 0.1 FTE in certified psychologist
Hubbard Woods	No change
Skokie	No change
Washburne	Increase of 1.0 FTE certified reading specialist due to reclassification from special education
District	Increase of 1.0 FTE social work (SOAR Program)
Total	Increase in 2.0 FTE certified staff

Content Area Facilitators

The District teachers are supported with job-embedded staff development from the Math, Science, Technology, World Language and Literacy facilitators. The facilitators' roles provide coaching in instructional strategies aligned with the Common Core Math and English Language Arts Standards. In addition, the Next Generation Science Standards were recently adopted by the State of Illinois, and the science facilitators are embedding these standards in curriculum and instructional classroom practices.

The elementary schools each have a 1.0 FTE Math Facilitator, a 0.5 FTE Literacy Facilitator, and a 0.5 FTE Science Facilitator. Skokie has a 1.0 FTE Math Facilitator, a 0.5 FTE Literacy Facilitator, and a 0.4 FTE Science Facilitator. Given the emphasis on science standards and the desire to intensely study how a Science, Technology, Engineering, Art, and Math (STEAM) curriculum can best be introduced in the district, the desire is to increase the Skokie science facilitator by .1 FTE to allow for this study. Washburne is supported by a 0.5 FTE Math Facilitator and a 0.5 FTE Literacy Facilitator. The District also benefits from a 0.5 FTE District-wide Math Facilitator and a 0.2 District-wide Literacy Facilitator to support District-level initiatives, assessments, and staff development.

For the 2013 -2014 school year, three program adjustments were implemented. The District added a 0.5 FTE Math and Literacy Facilitator to the Washburne staff. This addition provided equity in support across all five buildings. Due to the major program revision to the World Language program, the School Board approved a two-year commitment for a 1.0 FTE District World Language Facilitator. The 2014-2015 school year is the last year of the two-year commitment. Finally, the School Board approved a 1.0 FTE elementary Technology Facilitator to support technology integration at the K-4 schools and to assist with the implementation of the one-to-one initiative. As technology

use has increased significantly as an instructional tool, the next year will bring a more in-depth study of appropriate technology support staff to insure that all staff are appropriately supported in their use of technology in their classrooms.

▫

Content Area Facilitators: Proposed program adjustments for 2015-2016

Crow Island	No change
Greeley	No change
Hubbard Woods	No change
Skokie	No change
Washburne	No change
District	Decrease 0.5 FTE World Language Facilitator Increase 0.1 FTE Science Facilitator
Total	Decrease of 0.4 FTE certified staff

Classroom Associates

The District supports students in every kindergarten and first grade classroom with a classroom associate. The associate helps support the classroom with instruction and classroom management. The staffing for the K and 1 classroom associates directly mirrors the number of sections at the two grade levels.

▫

Classroom Associates: Proposed annual adjustments for 2015-2016

Crow Island	Increase 1.0 FTE support staff to add a 1 st grade section
Greeley	Decrease 0.5 FTE support staff for a kindergarten section
Hubbard Woods	Decrease 1.0 FTE support staff for a 1 st grade section
Total	Increase in 0.5 FTE support staff – Classroom Associate

Special Education Program Associates

Previously, the District has provided every special education teacher and RtI Intervention Specialist with an associate. The associate supported students receiving special education services. For example, a special education program associate helped implement required accommodations, collected data for goal setting, and prepared differentiated materials. The staffing for special education program associates directly mirrored the special education and RtI Intervention Specialist FTE. As part of an effort to maximize the use of these support staff positions, program associates for the coming year will be assigned to grade levels rather than to specific

teachers. Depending upon the support already available at kindergarten and first grade, and the number of IEP students already identified at a particular grade level, associates will now be assigned to serve children by grade levels rather than by specific certified staff allocations. This will allow for scheduling special education associates based on the overall needs of students at each grade level rather than mirroring a teacher's schedule.

The use of 1:1 support staff program associates will be decreased using this model. An analysis of the staffing level for 1:1 associate support indicates that the number of associates assigned to these positions is higher than desired and often results in over-staffing given the needs of students. By staffing using a grade level model rather a more staff intensive 1:1 model, associates can be flexibly assigned throughout the day. This model increases the FTE in the program associate category and decreases the need for 1:1 associates.

▫ *Special Education Program Associates: Proposed annual adjustments for 2015-2016*

Crow Island	Increase in 2.25 FTE support staff program associate
Greeley	Increase in 2.25 FTE support staff program associate
Hubbard Woods	Increase in 1.0 FTE support staff program associate
Skokie	Increase in 2.25 FTE support staff program associate
Washburne	No change
District	Increase in 4.0 FTE support staff program associate for SOAR Program
Total	Increase in 11.75 FTE support staff program associate

Special Education 1:1 IEP Associates

Some students require the support of a 1:1 associate to meet the needs of a least restrictive environment in the child's IEP. Staffing for 1:1 associates is directly associated with IEP requirements. Student needs are at least annually reviewed. It is also worthy to note, however, that the IEPs for 2015-2016 are not yet written. Therefore, the preliminary staffing plan is a conservative estimate of the staffing needs for next school year. Based on currently available information, the use of 1:1 associates is diminished as the use of program associates increases. Given the decrease in special education 1:1 IEP associates, it is anticipated that when more solid data is available, the staffing plan may need to be amended to increase program associate support as classroom placements and student schedules are determined.

▪ *Special Education Program Associates: Proposed annual adjustments for 2015-2016*

Crow Island	Decrease in 4.0 FTE support staff 1:1 associate
Greeley	Decrease in 0.5 FTE support staff 1:1 associate
Hubbard Woods	Decrease in 2.0 FTE support staff 1:1 associate
Skokie	Decrease in 4.0 FTE support staff 1:1 associate
Washburne	Decrease in 2.0 FTE support staff 1:1 associate
Total	Decrease in 12.5 FTE support staff 1:1 associate

The attached chart reflects a summary of positions recommended for decrease or increase in the 2015-16 school year. The net effect of these adjustments reflects the current projection for enrollment in the 2015-16 school year which is a decline of approximately 3%. The overall anticipated decrease in staffing is 2.81%. As data becomes more available and the needs of students more defined, adjustments will be brought to the Board for consideration.

2014-2015 and 2015-16 Staffing Levels																											
	Crow Island				Greeley				Hubbard Woods				Skokie				Washburne				District				Total Diff FY15 to FY 16		
	14-15	15-16	Diff		14-15	15-16	Diff		14-15	15-16	Diff		14-15	15-16	Diff		14-15	15-16	Diff		14-15	15-16	Diff		14-15	15-16	
Administrator	1	1	0		1	1	0		1	1	0		1.5	1.5	0		1.5	1.5	0		6	6	0		12	12	0
Certified: Classroom	18	19	1		14.5	14	-0.5		13	12	-1		20	20	0		20	20	0		4.2	3.8	-0.4		89.7	88.8	-0.9
Certified Special Ed	8.25	8.35	0.1		6	5.9	-0.1		5.5	5.5	0		9.25	9.25	0		10.35	8.35	-2		1	1	0		40.35	38.35	-2
Certified Specials	10.55	11.05	0.5		8.8	8.6	-0.2		8.55	8.1	-0.45		16.28	15.6	-0.68		17	18	1		0	0	0		61.18	61.35	0.17
Certified Nurse	1	1	0		0	0	0		0	0	0		0	0	0		0	0	0		0	0	0		1	1	0
Total Certified	37.8	39.4	1.6		29.3	28.5	-0.8		27.05	25.6	-1.45		45.53	44.85	-0.68		47.35	46.35	-1		5.2	4.8	-0.4		192.23	189.5	-2.73
Classroom Associates	6	7	1		4.5	4	-0.5		4	3	-1		0	0	0		0	0	0		0	0	0		14.5	14	-0.5
Special Ed Program	4.75	7	2.25		2.75	5	2.25		3	4	1		5.75	8	2.25		6	6	0		2	2	0		24.25	32	7.75
Special Ed IEP	7	3	-4		1.5	1	-0.5		4	2	-2		7	3	-4		4	2	-2		0	0	0		23.5	11	-12.5
Entrance Monitors	1	1	0		1	1	0		1	1	0		1	1	0		1	1	0		0	0	0		5	5	0
Total Assos Classified	18.75	18	-0.75		9.75	11	1.25		12	10	-2		13.75	12	-1.75		11	9	-2		2	2	0		67.25	62	-5.25
RC/Technology	2	2	0		2	2	0		2	2	0		2	2	0		2	2	0		4	4	0		14	14	0
Secretary/Admin Asst	1	1	0		1	1	0		1	1	0		2	1	-1		2	2	0		9.8	9.8	0		16.8	15.8	-1
Custodians	3	3	0		3	3	0		2.5	2.5	0		3.5	3.5	0		6.5	6.5	0		4.5	4.5	0		23	23	0
Dist Services	0	0	0		0	0	0		0	0	0		0	0	0		0	0	0		2	2	0		2	2	0
Nurse	0	0	0		1	1	0		1	1	0		1	1	0		1	1	0		0	0	0		4	4	0
Total Suppt Classified	6	6	0		7	7	0		6.5	6.5	0		8.5	7.5	-1		11.5	11.5	0		20.3	20.3	0		59.8	58.8	-1
Total	63.55	64.4	0.85		47.05	47.5	0.45		46.55	43.1	-3.45		69.28	65.85	-3.43		71.35	68.35	-3		33.5	33.1	-0.4		319.28	310.3	-8.98
																					Without the SOAR Program, staffing decrease is:						
SOAR Cert Teacher																	1	-1	0		0	2	2		0	2	2
SOAR Social Work																					0	1	1		0	1	1
SOAR Classified Assoc																					0	4	4		0	4	4

CROW ISLAND SCHOOL 2015-16 STAFFING (2/17/15)

CERTIFIED TCHRS ASSIGNMENTS	LAST, FIRST	ENR	FTE	CLASSIFIED ASSIGNMENTS	LAST, FIRST	FTE
Principal - 11 month			1.0	Kdg AM		0.5
Nurse			1.0	Kdg PM		0.5
Grade				Kdg AM		0.5
Kdg AM		15	0.5	Kdg PM		0.5
Kdg PM		16	0.5	1		1.0
Kdg AM		15	0.5	1		1.0
Kdg PM		16	0.5	1		1.0
	TOTAL STUDENTS grK	62		1		1.0
	TOTAL STAFF grK		2.0	1		1.0
1		17	1.0		Total Gen'l Ed Assoc	7.0
1		17	1.0	Assoc: SpecEd		1.0
1		17	1.0	Assoc: SpecEd		1.0
1		18	1.0	Assoc: SpecEd		1.0
1		18	1.0	Assoc: SpecEd		1.0
	TOTAL STUDENTS gr1	87		Assoc: SpecEd		1.0
			5.0	Assoc: SpecEd		1.0
2		20	1.0	Assoc: SpecEd		1.0
2		20	1.0		Total SpecEd Program Assoc	7.0
2		20	1.0			1.0
2		21	1.0	Assoc: SpecEd IEP		1.0
	TOTAL STUDENTS gr2	81		Assoc: SpecEd IEP		1.0
			4.0		Total SpecEd IEP Assoc	3.0
3		19	1.0	Assoc: SpecEd Ex Res		0.0
3		19	1.0	Assoc: SpecEd Ex Res		0.0
3		19	1.0		Total SpecEd Assoc	17.0
3		20	1.0	Assoc: Entrance Mon		1.0
	TOTAL STUDENTS gr3	77		Assoc: RC		1.0
			4.0	Assoc: RC Tech		1.0
4		20	1.0		Total Entrance Monitor and RC	3.0
4		20	1.0		Total Associates	20.0
4		20	1.0	Secretary - 11 mth		1.0
4		21	1.0			
	TOTAL STUDENTS gr4	81		Head Custodian		1.0
			4.0	Custodian		1.0
	TOTAL Enrollment & Classroom	388	19.0	Custodian		1.0
					Custodian Total	3.0
Psychologist			0.6			
Social Worker			1.0	FTE Summary		
Social Worker			0.5	Administrators		1.00
Sp/Lang Path			1.0	Certified: Classroom		19.00
Sp/Lang Path			1.0	Certified: Spec Ed		8.35
SpecEd			1.0	Certified: Specials		11.05
SpecEd/Rtl			1.0	Classified: Associates		20.00
SpecEd			1.0	Classified: Secretary		1.00
SpecEd			0.25	Certified: Nurse		1.00
Rtl			1.0	Classified: Custodians		3.00
SpecEd Ext'd Res			0.0	GRAND TOTAL FTE		64.40
	TOTAL SpecEd		8.35	TOTAL ENROLLMENT		388
Lit Resource			0.50			
Sci Resource			0.50			
Math Resource			0.50			
Math Resource			0.50			
Rdg Resource			0.65			
Rdg Resource			0.65			
Rdg Resource			0.25			
RC Director			1.00			
Art			1.00			
Art			0.20			
KW			1.00			
KW			1.00			
Orchestra			0.60			
Spanish			1.00			
Spanish			0.50			
Music			1.00			
Music			0.20			
	TOTAL Specials		11.05			
	TOTAL Certified		39.40			

Revised 2/20/15

GREELEY SCHOOL 2015-2016 STAFFING 2/17/15

CERTIFIED TCHRS ASSIGNMENTS	LAST, FIRST	ENR	FTE	CLASSIFIED ASSIGNMENTS	LAST, FIRST	FTE
Principal - 11 month	Hugebeck, Susan		1.00	Assoc: Kdg AM (KJ)		0.5
Grade				Assoc: Kdg PM (KJ)		0.5
Jr. Kdg (Dist)	CANCELLED	0	0.0	Assoc: gr1 (SF)		1.0
Kdg AM		18	0.5	Assoc: gr1 (KR)		1.0
Kdg PM		17	0.5	Assoc: gr1 (JS)		1.0
	TOTAL STUDENTS grK	35			Total Gen'l Ed Assoc	4.0
	TOTAL STAFF		1.0	Assoc: SpecEd		1.0
1		18	1.0	Assoc: SpecEd		1.0
1		18	1.0	Assoc: SpecEd		1.0
1		19	1.0	Assoc: SpecEd		1.0
	TOTAL STUDENTS gr1	55		Assoc: SpecEd		1.0
	TOTAL STAFF		3.0		Total SpecEd Program Assoc	5.0
2		17	1.0	Assoc: SpecEd IEP		1.0
2		17	1.0		Total SpecEd IEP	1.0
2		18	1.0			
	TOTAL STUDENTS gr2	52		Assoc: Entrance Mon		1.0
	TOTAL STAFF		3.0	Assoc: RC		0.4
3		16	1.0	Assoc: RC		0.6
3		16	1.0	Assoc: RC Tech		1.0
3		16	1.0		Totl Entrance Monitor RC	3.0
	TOTAL STUDENTS gr3	48			Total Associates	13.0
	TOTAL STAFF		3.0	Secretary - 10 month		1.0
3		16	1.0	Nurse		0.4
4		16	1.0	Nurse		0.6
4		17	1.0		Total Nurse Secretary	2.0
4		17	1.0	Head Custodian		1.0
	TOTAL STUDENTS gr4	66		Custodian		1.0
	TOTAL STAFF		4.0	Custodian		1.0
	TOTAL Enrollment & Classroom	256	14.0		Total Custodian	3.0
Psychologist			0.4	FTE Summary		
Social Worker			1.0	Administrators		1.0
Sp/Lang Path			1.0	Certified: Classroom		14.0
SpecEd			1.0	Certified: Spec Ed		5.90
SpecEd		.25/.	1.0	Certified: Specials		8.6
SpecEd			0.5	Classified: Associates		13.00
Rtl		.75/.	1.0	Classified: Secretary		1.0
	TOTAL SpecEd		5.90	Classified: Nurse		1.0
				Classified: Custodians		3.0
Lit Resource			0.5	GRAND TOTAL FTE		47.50
Math Resource			1.0	TOTAL ENROLLMENT		256
Sci Resource			0.5			
Rdg Resource			1.0			
RC Director			1.0			
Art			0.8			
KW			1.0			
KW			0.3			
Music Strings			0.5			
Spanish			1.0			
Music			1.0			
	TOTAL Specials		8.6			
	TOTAL Certified		28.50			

HUBBARD WOODS SCHOOL 2015-2016 STAFFING 2/17/15

CERTIFIED TCHRS ASSIGNMENTS	LAST, FIRST	ENR	FTE	CLASSIFIED ASSIGNMENTS	LAST, FIRST	FTE
Principal-11 month			1.0	Assoc: Kdg AM (BR)		0.5
Grade				Assoc: Kdg PM (LW)		0.5
Kdg AM		20	0.5	Assoc: Gr 1 (JS)		1.0
Kdg PM		20	0.5	Assoc: Gr 1 (PG)		1.0
	TOTAL STUDENTS grK	40			Total Gen'l Ed Assoc	3.0
	TOTAL STAFF		1.0	Assoc: SpecEd		1.0
1		20	1.0	Assoc: SpecEd		1.0
1		20	1.0	Assoc: SpecEd		1.0
	TOTAL STUDENTS gr1	40		Assoc: SpecEd		1.0
	TOTAL STAFF		2.0		Total SpecEd Program Assoc	4.0
2		17	1.0	Assoc: SpecEd IEP		1.0
2		17	1.0	Assoc: SpecEd IEP		1.0
2		18	1.0		Total SpecEd IEP Assoc	2.0
	TOTAL STUDENTS gr2	52		Assoc: Entrance Mon		1.0
	TOTAL STAFF		3.0	Assoc: RC		1.0
3		20	1.0	Assoc: RC Tech		1.0
3		20	1.0			3.0
3		21	1.0		Total Associates	12.00
	TOTAL STUDENTS gr3	61		Secretary - 11 mth		1.0
	TOTAL STAFF		3.0	Nurse		1.0
4		18	1.0		Total Secretary Nurse	2.0
4		18	1.0	Head Custodian		1.0
4		18	1.0	Custodian		1.0
	TOTAL STUDENTS gr4	54		Custodian		0.5
	TOTAL STAFF		3.0		Total Custodian	2.5
TOTAL Enrollment & Classroom		247	12.0			
				FTE Summary		
Psychologist			0.5	Administrators		1.0
Social Worker			1.0	Certified: Classroom		12.0
Sp/Lang Path			1.0	Certified: Spec Ed		5.50
SpedEd			1.0	Certified: Specials		8.1
SpecEd/Rtl			1.0	Classified: Associates		12.00
SpecEd/Rtl			1.0	Classified: Secretary		1.0
	TOTAL SpecEd		5.50	Classified: Nurse		1.0
				Classified: Custodians		2.5
Lit Resource			0.5	GRAND TOTAL FTE		43.10
Sci Resource			0.5			
Math Resource			1.0			
Rdg Resource			0.6			
Rdg Resource			0.4			
RC Director			1.0			
Art			0.8			
KW			1.0			
Music - Strings			0.5			
Spanish			1.0			
Music			0.8			
	TOTAL Specials		8.1			
	TOTAL Certified		25.60			

SKOKIE SCHOOL 2015-2016 STAFFING 2/17/15						
CERTIFIED TCHRS ASSIGNMENTS	LAST, FIRST	ENR	FTE	CLASSIFIED ASSIGNMENTS	LAST, FIRST	FTE
Principal 11-mth			1.0	Assoc: Spec Ed		1.0
Asst Principal 11mth			0.5	Assoc: Spec Ed		1.0
Gr 5 Ma/Sci			1.0	Assoc: Spec Ed		1.0
Gr 5 LA/SS			1.0	Assoc: Spec Ed		1.0
Gr 5 Ma/Sci			1.0	Assoc: Spec Ed		1.0
Gr 5 LA/SS			1.0	Assoc: Spec Ed		1.0
Gr 5 LA/SS			1.0	Assoc: Spec Ed		1.0
Gr 5 Ma/LA			1.0	Assoc: Spec Ed		1.0
Gr 5 Ma/Sci			1.0		Total SpecEd Assoc	8.0
Gr 5 LA/SS			1.0	Assoc: Spec Ed IEP 5		1.0
Gr 5 Ma/Sci			1.0	Assoc: Spec Ed IEP 5		1.0
Gr 5 LA/SS			1.0	Assoc: Spec Ed IEP 6		1.0
Gr 5 Total Student Enrollment	200		10.0		Total SpecEd IEP Assoc	3.0
Gr 6 LA/SS			1.0	Assoc: Spec Ed SOAR	(District)	0.0
Gr 6 Ma/S			1.0	Assoc: Spec Ed SOAR	(District)	0.0
Gr 6 LA/SS			1.0		Total Spec Ed SOAR	0.0
Gr 6 Ma/S			1.0	Assoc: Spec Ed ERP/E	(District)	0.0
Gr 6 LA/SS			1.0	Assoc: Spec Ed ERP/E	(District)	0.0
Gr 6 Ma/S			1.0		Total Spec ERP/ELS	0.0
Gr 6 LA/SS			1.0	Assoc: Entr Mon		1.0
Gr 6 Ma/S			1.0	Assoc: RC		1.0
Gr 6 LA/SS			1.0	Assoc: RC Tech		1.0
Gr 6 Ma/S			1.0		Total Associates, RC, EM	3.0
Gr 6 Total Student Enrollment	226		10.0		TOTAL Associates	14.0
		426	20.0	Secretary - 10 mth		1.0
				Nurse		1.0
					Secretary Nurse	2.0
Psychologist			1.0	Head Custodian		1.0
Psych Intern			0.0	Custodian		1.0
Social Worker			1.0	Custodian		1.0
Social Worker			0.5	Custodian		0.5
Social Worker .5	(District)		0.0		Total Custodian	3.5
Sp/Lang Path			1.0	FTE Summary		
SpecEd ERP/ELS			1.0	Administrators		1.50
SpecEd/SOAR			0.0	Certified: Classroom		20.00
SpecEd			0.75	Certified: Spec Ed		9.25
SpecEd			1.0	Certified: Specials		15.60
SpecEd			1.0	Classified: Associates		14.00
SpecEd			1.0	Classified: Secretary		1.00
SpecEd/Rtl			1.0	Classified: Nurse		1.00
		TOTAL SpecEd	9.25	Classified: Custodians		3.50
Math Facil/Resource			0.5	GRAND TOTAL FTE		65.85
Math Facil/Resource			0.5	TOTAL ENROLLMENT		426
Sci Facil/Resource			0.4			
Rdg Facil/Resource			1.0			
Lit Facil/Instr Facil			0.5			
Digital Literacy			0.7			
RC Director			1.0			
Tech Specialist			1.0			
Art			1.0			
Drama			1.0			
Vocal Music			1.0			
Orchestra			0.2			
Band			0.5			
Band			0.5			
Learning Strategies			0.5			
Digital Literacy			0.5			
Spanish			1.0			
Spanish			1.0			
French			0.5			
KW			1.0			
KW			1.0			
KW			1.0			
		Total Specials	15.60			
		TOTAL Certified	44.85			

Revised as of 2/20/15

CARLETON WASHBURNE SCHOOL 2015-2016 STAFFING 2/17/15

CERTIFIED TCHRS ASSIGNMENTS	LAST, FIRST	ENR	FTE	CLASSIFIED ASSIGNMENTS	LAST, FIRST	FTE
Principal - 11mth			1.0	Assoc: Spec Ed Program		1.0
Asst. Principal - 11mth			0.5	Assoc: Spec Ed Program		1.0
				Assoc: Spec Ed Program		1.0
Gr 7/8 LA			1.0	Assoc: Spec Ed Program		1.0
Gr 7/8 SS			1.0	Assoc: Spec Ed Program		1.0
Gr 7/8 Science			1.0	Assoc: Spec Ed Program		1.0
Gr 7/8 Math			1.0		Total Spec Ed Associates	6.00
Gr 7/8 LA			1.0	Assoc: Spec Ed SOAR 1.0	(District)	0.00
Gr 7/8 SS			1.0	Assoc: Spec Ed SOAR 1.0	(District)	0.00
Gr 7/8 Science			1.0		Total SOAR Associates	0.0
Gr 7/8 Math			1.0	Assoc: Spec Ed IEP		1.0
Gr 7/8 Science			1.0	Assoc: Spec Ed IEP		1.0
Gr 7/8 Math			0.5		Total IEP Associates	2.0
Gr 7/8 LA			1.0	Assoc Ent Mon		1.0
Gr 7/8 SS			1.0	Assoc: RC		1.0
Gr 7/8 Math			1.0	Assoc: RC Tech		1.0
Gr 7/8 LA			1.0		TOTAL Associates	11.00
Gr 7/8 SS			1.0	Secretary - 11 month		1.0
Gr 7/8 Science			1.0	Secretary - 10 month		1.0
Gr 7/8 Math			0.5			2.0
Gr 7/8 LA			1.0	Nurse		1.0
Gr 7/8 SS			1.0			1.0
Gr 7/8 Science			1.0	Head Custodian		1.0
Gr 7/8 Math			1.0	Asst Head Custodian		1.0
	Gr .7 Enrollment	224		Custodian		1.0
	Gr. 8 Enrollment	217		Custodian		1.0
	7 & 8 Enr/FTE	441	20.0	Custodian		1.0
				Custodian		1.0
Psychologist			0.6	Custodian		0.5
Psych Intern			0.0		TOTAL Custodial	6.5
Social Worker			1.0			
Social Worker			1.0	FTE Summary		
Social Worker SOAR .5 (District)			0.0	Administrators		1.50
Sp/Lang Path			1.0	Certified: Classroom		20.00
SpecEd SOAR/ELS (District)			0.0	Certified: Spec Ed		8.35
SpecEd			1.0	Certified: Specials		18.00
SpecEd			1.0	Classified: Associates		11.00
SpecEd			1.0	Classified: Secretary		2.00
SpecEd			1.0	Classified: Nurse		1.00
SpecEd/Rtl			0.75	Classified: Custodians		6.50
	TOTAL SpecEd		8.35	GRAND TOTAL FTE		68.35
RC Director			1.00	TOTAL ENROLLMENT		441
Tech Specialist			1.00			
Tech Specialist			1.00			
Math Facilitator			0.50			
LA Facilitator			0.50			
Rdg Spec			1.0			
Industrial Arts			1.00			
KW			1.00			
KW			0.70			
KW			1.00			
KW			1.00			
TV Studio			1.00			
Spanish			0.50			
Spanish			1.00			
Spanish			0.60			
French			1.00			
Drama			1.00			
Art			0.80			
Art			0.20			
Band			0.50			
Band			0.50			
Orchestra			0.20			
Vocal Music			1.00			
	Total Specials		18.00			
	TOTAL Certified		46.35			

DISTRICT OFFICE 2015-16 STAFFING 2/17/15					
Certified Assignments	LAST, FIRST	FTE	Classified Assignments (12-mth positions unless noted)	LAST, FIRST	FTE
Superintendent		1.0	Assistant to Supt & Sec to Board		1.00
Interim Director of Human Resources		1.0	Assistant to Asst Supt		1.00
Chief Business Official		1.0	Publications		0.25
Director of Curriculum		1.0	On-Deck Director		0.50
Director of Technology		1.0	Caterer		0.25
Director of Student Services		1.0	Assistant to CFO		1.00
Total District Administration		6.0	Business Office: Payroll		1.00
			Business Office: Bookkeeper		1.00
			Business Office: Accounts Payable		1.00
			Business Office: Receptionist		1.00
Teacher on Special Assignment		1.0	Assistant to HR Director		1.00
District Math Fac		0.5	HR Asst. & Benefits		0.80
District Science Facilitator		0.1	Assistant to DPS		1.00
District Literacy Facilitator		0.2	Tech: Web Coordinator		1.00
District JK (GR)		0.0	Tech: Database Coordinator		1.00
World Language		0.0	Tech: Support Coordinator		1.00
District Technology Facilitator (K-4)		1.0	Tech: Network Coordinator		1.00
District ESL		1.0	Communications Coordinator		1.00
Total District Certified Teachers		3.8		Total	15.80
			SOAR Program Assoc @ SK		2.00
			SOAR Program Assoc @ CW		2.00
			Assoc(9-mth): Extended Res (CI)		1.00
District ELP Spec Ed (CI)		1.0	Assoc(9-mth): Extended Res (CI)		1.00
SOAR @ SK		1.0	Total District Associates		6.0
SOAR @ CW		1.0			
Social Worker SOAR @ SK and CW		1.0	Delivery/ Security		0.5
Total District Certified SpecEd Teachers		4.0	Head Maintenance		1.0
			Maintenance		1.0
			Maintenance		1.0
			HVAC (Maint)		1.0
				Total	4.5
			District Personnel FTE Summary		
			Administration		6.00
			Certified Teachers		3.80
			Certified SpecEd Tchrs		4.00
NOTE FTE noted as District for the following positions:			Classified Sec/Clerical/Tech Support		15.80
District ESL			Classified: Associates		6.00
District SOAR			Classified Cust/Del/Maintenance		4.50
Extended Resource Classroom			TOTAL District FTE		40.10
Junior Kindergarten					
PreSchool SpLang					
NOTE: On-Deck & Caterer are now District positions (1/15/13)					