

District: Boone County

School: Burlington Elementary

Council Policy #1.0

Standard: Planning

### POLICY TOPIC DESCRIPTION

#### Staff Allocations

#### POLICY STATEMENT

Upon notification by the Superintendent of the staff allocations for Burlington Elementary School for the upcoming school year, the Principal in collaboration with the Resources and Leadership Committee will:

- I. Determine the number of staff members required at each grade level or teaching team to support current enrollment projections.
2. Work with the Resources and Leadership Committee to review the Comprehensive School Improvement Plan and other indicators of student needs as needed to determine if any allocation adjustments are needed.
3. Additionally the Resources and Leadership Committee will determine the need to exchange any allocation or to purchase additional allocations.
4. Upon completion of a tentative plan, the Resources and Leadership Committee will obtain input from the school community and make any needed revisions to the plan.
5. The plan will be submitted to the Site-Based Council for action at the April General meeting or if needed at a Special Meeting called during the month of April of each school year.

#### Policy History:

Date adopted: April 28, 1997

By: Robert Warnick, Council Chairperson

Amended: January 24, 2006

Signature: *k?//7't9'>2*  
Council Chairperson