

FY25 Personnel Resource Allocation Formulas
Middle Schools

Position	Allocation	Comments
Principal	1 per school	12 months
Assistant Principal	3 per school	Up to 2 units @ 216 duty days; the third unit @ 206 duty days
Regular Teachers	1 teacher per 21.35 students [round up based on Direct Certification %; .01 (85% or >), .50 (< 85%)]	196 duty days
Guidance Counselors	3 per school	196 duty days
Media Specialist	1 per school	196 duty days
School Admin Assistant	1 per school	12 months
School Treasurer	1 per school	226 duty days
Data Processor	1 - 1,750 students = 1.0 1,751+ students = 2.0	216 duty days
School Office Assistant (Attendance)	1 per school	182 duty days / 6 hours per day
School Office Assistants	1 - 500 students = 1.0 501 - 750 students = 2.0 751 - 1,250 students = 3.0 1,251 - 1,750 students = 4.0 1,751+ students = 5.0	206 duty days
Media Clerks	1 - 1,750 students = 1.0 1,751+ students = 2.0	190 duty days
Secondary Tech Support Tech	1 per school	216 duty days
Custodial Staff	Formulas as developed	12 months
In School Suspension	180 substitute days	
School Security Monitor	1 per school	182 duty days
Behavioral Health Professional	1 per school	206 duty days