

FY26 K-8 SCHOOLS PERSONNEL RESOURCE ALLOCATION FORMULA

Position	Allocation	Comments
Principal	1 per school	- 12 months
Assistant Principal	1 - 1,199 students = 1.0 1,200+ students = 2.0	- 206 duty days
Regular Teachers*	Gr K-3: 1 per 18 students Gr 4-5: 1 per 22 students	- 196 duty days - 5 Extra Duty Days per AP - Round up based on Direct Certification %: .01 (90% or >) or .25 (< 90%) - Total enrollment <u>minus</u> ESE and Basic Pre-K
	Gr 6-8: 1 per 21.35 students	- 196 duty days - Minimum of 4 units - Roundup based on Direct Certification %: .01 (85% or >) or .50 (< 85%)
Teacher on Special Assignment (TOSA)*	1 per school	- 196 duty days *Allocated if 2nd AP is not generated
SAI Teacher	1 per school	- 196 duty days
Art, Music, P.E. Teachers *Total Gr K-8 enrollment	1 - 598 students = 3.0 599 - 773 students = 3.5 774 - 890 students = 4.0 891 - 1,010 students = 4.5 1,011 - 1,130 students = 5.0 1,131 - 1,250 students = 5.5 1,251 - 1,370 students = 6.0 1,371 - 1,490 students = 6.5 1,491 or > students = 7.0	- 196 duty days - Total enrollment <u>minus</u> ESE and Basic Pre-K
Guidance Counselors	Elementary (K-5) = 1 per school Secondary (6-8): 200 or > students = 1 per school	- 196 duty days - Enrollment includes <u>ESE Pre-K</u> students
Media Specialist	1 per school	- 196 duty days - Enrollment includes <u>ESE Pre-K</u> students
School Admin Assistant	1 per school	- 12 months - Enrollment includes <u>ESE Pre-K</u> students
School Treasurer	1 per school	- 206 duty days - 20 overtime hours per DP - Enrollment includes <u>ESE Pre-K</u> students
Data Processor	1 per school	- 216 duty days
School Office Assistant (Attendance)	501+ students = 1.0	- 182 duty days / 6 hours per day - 16 Extra Duty Days - Enrollment includes both <u>Basic and ESE Pre-K</u> students
School Office Assistants	1,001 - 1,250 students = 1.0 1,250+ students = 2.0	- 206 duty days

**ESE/ESOL Direct Support Adjustment (DSA) is deducted from the total student enrollment.*

Media Clerk	751+ students = 1.0	<ul style="list-style-type: none"> - 190 duty days - Enrollment includes <u>ESE Pre-K</u> students
Instructional Technical Support Asst*	1 per school	<ul style="list-style-type: none"> - 206 duty days *STST (216DD) for The Conservatory only
Custodial Staff	Formulas as developed	<ul style="list-style-type: none"> - 12 months
Behavioral Health Professional	1 per school	<ul style="list-style-type: none"> - 206 duty days

**ESE/ESOL Direct Support Adjustment (DSA) is deducted from the total student enrollment.*