

**FY26 MIDDLE SCHOOLS PERSONNEL RESOURCE ALLOCATION FORMULA**

<b>Position</b>	<b>Allocation</b>	<b>Comments</b>
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  If the school does not generate 3 in fund 1000, 2 will be in fund 1000 and 1 in fund 1021	- 196 duty days - 5 Extra Duty Days per FTE
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 - 20 overtime hours per DP
School Office Assistant (Attendance)	1 per school	- 182 duty days / 6 hours per day - 16 Extra Duty Days
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
School Security Monitor	1 per school	- 182 duty days
Behavioral Health Professional	1 per school	- 206 duty days

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