

# DCPS Comprehensive Staffing Model

This Comprehensive Staffing Model shows how DCPS allocates funds to individual schools, based on projected student enrollment and other key factors. The model ensures that every school has certain resources that are needed for the school to operate, and it also provides school leaders with the flexibility to staff their school in ways that support the school's unique goals.

## High School

FY 2016

### SCHOOL LEADERSHIP



#### School Principal

Every school receives a principal.

#### Assistant Principal

Schools receive 1 assistant principal for every 300 students.

### GENERAL EDUCATION



#### Core Content

Staff are allocated to meet all scheduling requirements, including a minimum of 20 academic electives and 6 Advanced Placement courses.

#### Career and Technical Education (CTE) Teachers

#### Athletic and Activities Coordinator

Each comprehensive and application high school except Duke Ellington is allocated 1 athletic and activities coordinator.

#### Director — NAF Academy

Each high school with a National Academy Foundation Career Academy will be allocated 1 director and 1 college and career coordinator.

#### College and Career Coordinator

### RELATED ARTS



#### Art Teacher

#### Music Teacher

#### Physical Education/Health Teacher

#### World Language Teacher

Staff are allocated to meet all scheduling requirements, including a minimum of 20 academic electives and 6 Advanced Placement courses.

#### Librarian/Media Specialist

- Schools with 300 or fewer students receive a part-time librarian.
- Schools with more than 300 students receive 1 full-time librarian.

### ENGLISH LANGUAGE LEARNING (ELL)



#### ELL Teacher

Allocation is based on ELL Level (I through IV). Schools receive 1 ELL teacher for every:

- 15 students at ELL Level I;
- 22 students at ELL Levels II through IV.

#### ELL Instructional Aide

Schools receive 1 ELL instructional aide for every 50 Level I ELL students.

#### ELL Bilingual Counselor

Schools receive 1 ELL bilingual counselor for every 100 ELL students.

 All gray entries are non-required/flexible positions.

## SPECIAL EDUCATION



### Special Education Teacher

Allocations are based on the unique needs of students with disabilities in the school as stated in their Individualized Education Programs (IEPs) and the staffing needs of specialized programs.

### Special Education Instructional Aide

## SCHOOLWIDE INSTRUCTIONAL SUPPORT



### Instructional Coach

Every school receives an instructional coach.

### Social Worker

Allocation is based on a formula that considers the school's total number of:

- Assessments (functional behavior, social history, and psychological) held during the past school year;
- Student Support Team (SST) meetings held during the past school year;
- Manifestation Determination meetings held during the past school year;
- Individualized Education Programs (IEPs);
- Behavior Support Service (BSS) hours present in the school's IEPs.

### Psychologist

### International Baccalaureate (IB) Coordinator

Candidate schools and schools continuing their authorized IB program in FY 2016 receive 1 full-time IB coordinator.

### Schoolwide Enrichment Model (SEM) Coordinator

Schools participating in the SEM program in FY 2016 receive 1 full-time SEM coordinator.

### Ninth Grade Academy AP

Schools operating a Ninth Grade Academy receive 1 full-time Ninth Grade Academy coordinator.

### Guidance Counselor

High schools receive 1 full-time guidance counselor for every 250 students.

## OTHER BUILDING STAFF



### Custodial Foreman and Custodial Staff

Schools must have at least one foreman or custodian to open/close building. Custodial allocation is based on building size and unique situations like construction at the school.

### Business Manager

- Schools with 300 or fewer students receive a part-time business manager.
- Schools with more than 300 students receive a full-time business manager.

### Administrative Aide

Every school receives an administrative aide.

### Clerk

Schools receive 1 clerk for every 400 students.

### Registrar

High schools receive 1 full-time registrar.

### Attendance Counselor

High schools receive 1 full-time attendance counselor.

### Pool Manager

Ballou, Cardozo, Dunbar and Woodson HS will be allotted a pool manager to provide maintenance and instruction for the new swimming pools.

All gray entries are non-required/flexible positions.

Note: For all non-staffing allocations, please refer to DCPS Non-Personnel Services Model.

For complete guidance on the budget development process, please visit the Budget Development Guide website at [www.dcpsschoolbudgetguide.com](http://www.dcpsschoolbudgetguide.com).