



Weighted Staffing Standards

Meeting Name/Purpose: *Weighted Staffing Standards (WSS)*

Meeting Date: *May 21, 2024*

Location: *MS Teams & JSCEE 3802*

Facilitator(s): *Kurt Buttleman*

Invited: *Erika Ayer, Kurt Buttleman, Barbara Casey, Robert Gary, Rina Geoghagan, Justin Hendrickson, Rainey Hartford Swan, Art Jarvis, Jennifer Matter, Sarah Pritchett, Jessica Proctor, Philip Ramunno, Pat Roe, Rachel Roosma, Amy Schwentor, Linda Sebring, Mike Starosky, Rocky Torres, Meesh Vecchio, Elizabeth Ward-Robertson*

Links to supporting Materials/Documents:

[Gold Book 24-25](#)

[April Meeting Notes](#)

Time	Topic	Presenter	Action Items/Notes
2:00	Welcome	Kurt	The goal is to plan/prepare for the administration of school allocations for the 2025-26 school year.
	Review what we heard	Kurt	Summary of issues / concerns: <ul style="list-style-type: none"> • Counselor / Social Worker allocation and direction • Simpler information on how the WSS works would be helpful for principals, PTSAs, etc. • Be clear about how the WSS committee will engage in the process. • How will WSS evolve if there is a change in the system of schools? • Model doesn't fit for some of the smaller, non-traditional schools. • Clarify waiver process.
	June Adjustments discussion/clarification	Dr. Jarvis / Kurt	JUNE ADJUSTMENT PROCESS (Gold Book Page 16) In June, teacher allocations are reviewed based on revised enrollment projections developed by the Enrollment Planning department. They review projections of both anticipated October 1 student headcounts and Annual

			<p>Average Full Time Enrollment (AAFTE). If both district-wide and school-based enrollment appear to align closely with the original February projections, the June staffing adjustment process may be cancelled.</p> <p>If there appear to be significant changes to district-wide or individual school projected enrollment, district leaders may make teacher allocation adjustments. Leaders will apply the revised enrollment projection to the WSS teacher allocation model, and review schools for whom the model results in a gain or loss of two or more teachers as compared to their February allocation. Staffing for Special Education and Multilingual Education are also reviewed at this time by the leaders in those departments.</p> <p>Final decisions on staffing changes may be deferred to the Start of School Adjustments, as June calculations are still based on projections that do not precisely reflect actual enrollment by school at the start of the school year.</p>
	AAFTE definition	Kurt / Linda	<p>Gold Book Page 12 Annual Average FTE (AAFTE) – a 10-month average of FTE reported September through June. For example, a student who attended school full time September through April (8 months) but was withdrawn for May and June is counted as 0.8 AAFTE. The state funds schools and districts based on AAFTE, not headcount.</p> <p>School budget allocations are calculated on AAFTE (Annual Average Full Time Enrollment) for the upcoming school year based on the estimated October headcount. Elementary grade AAFTE is equal to projected October headcount, however, secondary grade AAFTE is based on prior year(s) data for each individual school.</p> <p>Purple Book Page 14 The district adjusts (weights) the projected Annual Average Full Time Enrollment (AAFTE) for secondary schools (middle and high schools) by the estimated amount of time that students in specialized programs spend in</p>

			<p>contact with teachers for those specialized programs. AAFTE for Elementary and K-8 schools is not adjusted for contact time.</p> <p><i>Details of specialized programs and %.</i></p> <p>As an example: a high school special education student in a Resource program is estimated to spend 20% of their time with a Special Education teacher, and 80% of their time in Basic Education instruction. Accordingly, AAFTE for that student is adjusted to 0.8 for the purpose of allocating Basic Education teachers.</p>
	Well-resourced schools' proposal impacts and preparation	All	<ul style="list-style-type: none"> • What does Stability mean for schools and community? <ul style="list-style-type: none"> ○ Predictable staffing/ predictable budget • What are priorities for reinvestment over time? <ul style="list-style-type: none"> ○ Elementary: consistent full-time counselor and support staff ○ K-8: assessment support ○ Secondary:
2:55	Next Steps / Action items		<p>Potential meeting dates</p> <ul style="list-style-type: none"> • Meeting #3: September 24, 2024 (1/2 day, in-person) • Meeting #4: October 8, 2024 • Meeting #5: November 5, 2024