

[Marion County Board of Education Special Called Meeting]

[February 27, 2017] [4:00 p.m.]

[Administration Building, 755 East Main Street, Lebanon, KY 40033]

Attendance Taken at 3:59 PM:

Present Board Members:

Mr. Robert Cecil
Mrs. Carrie Truitt
Mr. Brad Cox
Mrs. Peggy Downs

Absent Board Members:

Mr. Kaelin Reed

I. Call to Order

Discussion:

The meeting was called to order by Chairman Robert Cecil at 4:07 p.m.

II. Student Support Services

II.A. Consider Approval of FY2018 District & SBDM Staffing Allocation

Guidelines (Attachment #1)

Motion Passed: Approval of the FY2018 District & SBDM Staffing Allocation Guidelines as shown in Attachment #1 passed with a motion by Mr. Brad Cox and a second by Mrs. Peggy Downs.

Mr. Robert Cecil	Yes
Mr. Kaelin Reed	Absent
Mrs. Carrie Truitt	Yes
Mr. Brad Cox	Yes
Mrs. Peggy Downs	Yes

III. Adjournment

Motion Passed: Adjournment of the meeting at 4:14 p.m. passed with a motion by Mrs. Carrie Truitt and a second by Mr. Brad Cox.

Mr. Robert Cecil	Yes
Mr. Kaelin Reed	Absent
Mrs. Carrie Truitt	Yes
Mr. Brad Cox	Yes
Mrs. Peggy Downs	Yes

Chairperson

Superintendent

Marion County Board of Education

SCHOOL COUNCIL STAFFING ALLOCATION GUIDELINES

FY 2017-2018 as of 2-27-17

I. Certified Staff

Staffing shall be allocated to provide sufficient staff to meet the maximum class size caps in state law. Projected enrollment will be used to determine the March 1 FTE (full time equivalent) allocation at each level as follows:

<u>MCPS Staffing Ratios</u>		<u>State Cap Staffing Ratios</u>	
Elementary (K- 3)	22:1	Elementary (K- 3)	24:1
Elementary (4- 5)	24:1	Elementary (4)	28:1
Middle (6 - 7)	25:1	Middle (5-6)	29:1
Middle(8)	26:1	MA/HS (7-12)	31:1
High (9-12)	27:1	<i>(there can be no more than 150 pupil hours per teacher)</i>	

II. Principal/Assistant Principal

Principal and assistant principals shall be allocated as follows:

Principal – 1 per school
Assistant Principal – 2 at high school

III. Media Specialist

Media specialists shall be allocated as follows:

Elementary	<300 students	.5 per school
	>300 students	1 per school
Middle		1 per school
High		1 per school

IV. Guidance Counselor

Guidance counselors shall be allocated as follows:

Elementary	<300 students	.5 per school
	>300 students	1 per school
Middle		1 per school
High		2 per school

Allocated extended duty days and supplements are included in various positions as noted in the Extended Duty Schedule and School Extended Day Schedule.

V. SUPPLEMENTAL CERTIFIED ALLOCATION

A supplemental allocation will be provided to each school for all other certified SBDM positions. This allocation should be used for position(s)/program(s) deemed essential by the school's council, such as assistant principal, PE, Music, Art, Band, and any other elective programs. Projected enrollment will be used to determine the March 1 FTE allocation at each level as follows:

Elementary (K-5)	125:1
Middle (6-8)	65:1 178:1
High (9-12)	230:1

VI. CLASSIFIED STAFF

Classified staff will be allocated as follows:

A. Instructional Assistants

School Level	Allocation	Hours per Day	Days per Year
Elementary (kindergarten)	24:1	6	183
Middle/High (ISD)	1	6	183
HCSA	1	6.5	183

B. Secretary/Attendance Clerk/General Aide

School Level	Allocation	Hours per Day	Days per Year
Elementary <300 students	1	4	207
	1	7	183
Elementary >300 students	1	7	183
	1	6	183
Middle	1	7	183
	1	6	183
High	1	8	255
	1	8	187
	1	7	183
	1	6	183

C. Bookkeeper

School Level	Allocation	Hours per Day	Days per Year
Elementary <300 students	1	4	207
Elementary >300 students	1	8	207
Middle	1	8	207
High	1	8	255

D. Custodians

School	Sq Footage	Allocation	Hours per Day	Days per Year
Calvary	22,596	1	8	260
		1	2	183
Glasscock	55,680	1	8	260
		1	8	240
		2	4	183
Lebanon Elem	37,498	2	8	260
		1	4	183
WMES	43,219	2	8	260
		1	4	260
Lebanon Middle	78,082	3	8	260
SCMS	72,657	3	8	260
High School	121,654	5	8	260

E. Food Service

School	Allocation	Hours per Day	Days per Year
Calvary	1	8	192
	3	6.5	184
Glasscock	1	8	192
	5	6.5	184
Lebanon Elem	1	8	192
	5	6.5	184
WMES	1	8	192
	6	6.5	184
Lebanon Middle	1	8	192
	4	6.5	184
SCMS	1	8	192
	3	6.5	184
High School	1	8	192
	1	7	187
	9	6.5	184