

Nelson County Board of Education

Certified Staffing Guidelines

Effective July 1, 2019

High Schools	Position	Ratio/Allocation
	Principals	1
	Assistant Principals	2
	Guidance	2
	Librarians	0.2
	Teachers	1/26

Middle Schools	Position	Ratio/Allocation
	Principals	1
	Assistant Principals	1
	Guidance	1
	Librarians	0.2
	Teachers (6th Grade)	1/28
	Teachers (7th Grade - 8th Grade)	1/31

K - 8 Schools	Position	Ratio/Allocation
	Principals	1
	Assistant Principals	1
	Guidance	1
	Librarians	0.2
	Teachers (Kindergarten - 3rd Grade)	1/24
	Teachers (4th Grade - 6th Grade)	1/28
	Teachers (7th Grade - 8th Grade)	1/31

Elementary Schools	Position	Ratio/Allocation
	Principals	1
	Assistant Principals	1
	Guidance	1
	Librarians	0.2
	Teachers (Kindergarten - 3rd Grade)	1/24
Teachers (4th Grade - 5th Grade)	1/28	

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Effective July 1, 2019

High Schools	Position	Ratio/Allocation
	Secretaries	3

Middle Schools	Position	Ratio/Allocation
	Secretaries	2

K - 8 Schools	Position	Ratio/Allocation
	Secretaries	2
	Instructional Assistant (Kindergarten)	1/24

Elementary Schools	Position	Ratio/Allocation
	Secretaries	2
	Instructional Assistant (Kindergarten)	1/24

NELSON COUNTY SCHOOL DISTRICT

SCHOOL BASED ALLOCATIONS

FY2020

GRADE	BES	CCES	FHES	NH	BOS	OKHMS	BMS	TNHS	NCHS	TOTAL
K	47	75	110	36	38					306
1	52	78	120	36	47					333
2	51	75	110	31	31					298
3	47	90	110	36	40					323
4	60	80	100	43	45					328
5	50	75	103	42	38					308
6				43	45	115	145			348
7				36	38	118	152			344
8				37	28	114	127			306
9								170	200	370
10								180	195	375
11								172	185	357
12								165	185	350
TOTAL	307	473	653	340	350	347	424	687	765	4346

PROJECTED ADA	293	450	620	322	332	326	399	640	707	4090
SECTION 6	\$ 41,080.00	\$ 63,030.00	\$ 86,840.00	\$ 45,025.00	\$ 46,440.00	\$ 45,645.00	\$ 55,930.00	\$ 89,670.00	\$ 99,015.00	\$ 572,675.00

THIS SECTION 6 ALLOCATION IS BASED ON PRIOR YEAR END ADA, AND 3.5% OF THE STATEWIDE GUARANTEED BASE (CURRENTLY \$4,000)

Staffing Allocation Worksheet for NCHS

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	2.0	0.0	2.0
Guidance Counselor	N/A	N/A	2.0	0.0	2.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Student Leadership Coordinator	N/A	N/A	0.0	1.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	0.5	0.5
Ninth Grade - Twelfth Grade	765	26	29.4	0.6	30.0
Total Certified Allocation			35.6	2.1	37.7

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	3.0	1.0	4.0
Total Classified Allocation			3.0	1.0	4.0

Staffing Allocation Worksheet for TNHS

Position	ADM	Staffing Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	2.0	0.0	2.0
Guidance Counselor	N/A	N/A	2.0	0.0	2.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Student Leadership Coordinator	N/A	N/A	0.0	1.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	0.5	0.5
Ninth Grade - Twelfth Grade	687	26	26.4	0.6	27.0
Total Certified Allocation			32.6	2.1	34.7

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	3.0	1.0	4.0
Total Classified Allocation			3.0	1.0	4.0

Staffing Allocation Worksheet for OKHMS

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	4.0	4.0
Sixth Grade	115	28	4.1	-0.1	4.0
Seventh Grade - Eighth Grade	232	31	7.5	0.5	8.0
Total Certified Allocation			15.8	4.4	20.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Total Classified Allocation			2.0	0.0	2.0

Staffing Allocation Worksheet for BMS

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	4.0	4.0
Sixth Grade	145	28	5.2	-0.2	5.0
Seventh Grade - Eighth Grade	279	31	9.0	0.0	9.0
Total Certified Allocation			18.4	3.8	22.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Total Classified Allocation			2.0	0.0	2.0

Staffing Allocation Worksheet for NHS

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	3.0	3.0
Kindergarten	36	24	1.5	0.5	2.0
First Grade - Third Grade	103	24	4.3	-0.3	4.0
Fourth Grade - Sixth Grade	128	28	4.6	0.4	5.0
Seventh Grade - Eighth Grade	73	31	2.4	0.6	3.0
Total Certified Allocation			17.0	4.2	21.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Instructional Aide I	N/A	N/A	0.0	1.0	1.0
Instructional Aide I (Kindergarten)	36	24	1.5	0.5	2.0
Total Classified Allocation			3.5	1.5	5.0

Staffing Allocation Worksheet for BS

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	1.0	0.0	1.0
Section 7 Teaching Positions	N/A	N/A	0.0	3.0	3.0
Kindergarten	38	24	1.6	0.4	2.0
First Grade - Third Grade	118	24	4.9	0.1	5.0
Fourth Grade - Sixth Grade	128	28	4.6	0.4	5.0
Seventh Grade - Eighth Grade	66	31	2.1	-0.1	2.0
Total Certified Allocation			17.4	3.8	21.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Instructional Aide I	N/A	N/A	0.0	1.0	1.0
Instructional Aide I (Kindergarten)	38	24	1.6	0.4	2.0
Total Classified Allocation			3.6	1.4	5.0

Staffing Allocation Worksheet for FHES

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	1.0	2.0
Guidance Counselor	N/A	N/A	1.0	1.0	2.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	0.2	0.0	0.2
Section 7 Teaching Positions	N/A	N/A	0.0	5.0	5.0
Kindergarten	110	24	4.6	0.4	5.0
First Grade - Third Grade	340	24	14.2	-0.2	14.0
Fourth Grade - Fifth Grade	203	28	7.3	-0.3	7.0
Total Certified Allocation			30.1	6.9	37.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	1.0	3.0
Instructional Aide I	N/A	N/A	0.0	1.0	1.0
Instructional Aide I (Kindergarten)	110	24	4.6	0.4	5.0
Total Classified Allocation			6.6	2.4	9.0

Staffing Allocation Worksheet for CCES

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Media Librarian	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	0.2	0.0	0.2
Section 7 Teaching Positions	N/A	N/A	0.0	3.0	3.0
Kindergarten	75	24	3.1	-0.1	3.0
First Grade - Third Grade	243	24	10.1	-0.1	10.0
Fourth Grade - Fifth Grade	155	28	5.5	0.5	6.0
Total Certified Allocation			22.7	3.3	26.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Instructional Aide I	N/A	N/A	0.0	1.0	1.0
Instructional Aide I (Kindergarten)	75	24	3.1	-0.1	3.0
Total Classified Allocation			5.1	0.9	6.0

Staffing Allocation Worksheet for BES (March 1)

Position	ADM	Ratio	Section 4 Positions	Section 7 Positions	Total Positions
Principal	N/A	N/A	1.0	0.0	1.0
Assistant Principal	N/A	N/A	1.0	0.0	1.0
Guidance Counselor	N/A	N/A	1.0	0.0	1.0
Backpack Leader	N/A	N/A	0.2	0.0	0.2
Backpack Leader	N/A	N/A	0.2	0.0	0.2
Section 7 Teaching Positions	N/A	N/A	0.0	2.0	2.0
Kindergarten	47	24	2.0	0.0	2.0
First Grade - Third Grade	150	24	6.3	-0.3	6.0
Fourth Grade - Fifth Grade	110	28	3.9	0.1	4.0
Total Certified Allocation			16.2	1.8	18.2

Position	ADM	Ratio	Section 5 Positions	Section 7 Positions	Total Positions
Secretary	N/A	N/A	2.0	0.0	2.0
Instructional Aide I	N/A	N/A	0.0	1.0	1.0
Instructional Aide I (Kindergarten)	47	24	2.0	0.0	2.0
Total Classified Allocation			4.0	1.0	5.0