

**School Staffing Procedures**

~~(VACANT)~~

**POWELL COUNTY SCHOOLS STAFFING ALLOCATION GUIDELINES**

Staffing allocations do not include staffing units for special programs such as special education, Title I, or other grant funded positions. Each school will be given a tentative staffing allocation by March 1 based on projected enrollment from current enrollment numbers on February 1. A final staffing allocation for the next school year will be presented to SBDM Councils by May 1 and will be based upon enrollment numbers on April 1. Kindergarten numbers will be projected based upon an average of the previous five (5) years enrollment or the actual number of students currently in Preschool, Head Start, local day cares, or pre-registered for school with us who will be attending one of our elementary schools.

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All allocated positions are for 185 days. Extended days may be approved by the Powell County Board of Education for some positions and would appear on the extended day table.

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**CERTIFIED STAFF- SECTION 4 ALLOCATION OF POSITIONS: ALL SCHOOLS**

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Each school shall be allocated one (1.0) Principal and one (1.0) Media Specialist.

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Additional certified staff shall be allocated based upon the following class size ratios.

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Primary Grades (K-3) = 24 to 1 Grade 4 = 28 to 1

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Grades 5 = 29 to 1

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Grades -6-8 = 25 to 1

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Grades 9-12 = 22 to 1

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**CLASSIFIED STAFF- SECTION 5 ALLOCATION OF POSITIONS**

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**Elementary School**

Each Elementary school shall be allocated one (1.0) kindergarten aide for each 24 kindergarten students.

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Each Elementary school shall be allocated one (1.0) bookkeeper/secretary and one (1.0) attendance clerk/secretary.

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**Middle School**

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The Middle School shall be allocated one (1.0) bookkeeper, one (1.0) attendance clerk, and one (1.0) secretary.

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**High School**

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The High School shall be allocated one (1.0) bookkeeper, one (1.0) attendance clerk, and two (2.0) secretaries.

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**School Staffing Procedures****POWELL COUNTY SCHOOLS STAFFING ALLOCATION GUIDELINES (CONTINUED)**

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**Other Discretionary Staff- Section 7 Allocation of Positions**

The Powell County Board of Education is committed to funding the following additional positions:

**Assistant Principals:** Schools with a student population over 400 students shall be allocated one (1) Assistant Principal.

**Guidance Counselors:** Each school shall receive 1.0 Guidance Counselor. The high school shall receive two (2) Guidance Counselors.

**Physical Education Teachers:** Each Elementary school shall be allocated a full or part time Physical Education Teacher as follows:

<u>1.0</u>	<u>Clay City Elementary</u>
<u>0.6</u>	<u>Stanton Elementary</u>
<u>0.4</u>	<u>Bowen Elementary</u>

**Other District Provided Staff**

Other staff such as custodians, food service, and certified and classified staff working with exceptional children will be provided to the schools outside of their allocation based upon program requirements, funding, and need.

**Additional Section 7 Positions**

If other funds are available, schools may apply to the Powell County Board of Education for other discretionary staff.