



# OPTION SCHOOLS STAFFING RATIOS FOR FY 2022-23

## JANUARY 2022

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### MAJOR CHANGES

There are no changes in staffing ratios for Option Schools in FY 2022-23.

### GUIDELINES

#### TEACHERS

- The average student teacher ratio will be the same as those in place for the 2021-22 school year.
- Norm Enrollment Adjustments - As in the past, the following adjustments will be applied to FY 2021-22 Month 6 enrollment:
  - Students with more than one enrollment record (duplicate students)
  - The classification report provides counts of students with scheduled class(es) in their school of enrollment. For norm purposes, the classification report counts will be reduced to count only those students who are scheduled in two or more credit-bearing courses. Therefore, school should ensure that each student's complete schedule is entered into MiSiS in time for the Norm capture. Refer to Attachment E for the list of non-credit bearing/zero credit courses.
  - No Show students (students who are scheduled into classes but have not attended school, i.e., marked absent each day) who were not flagged by the school in MiSiS as No Show by Norm Day data capture will be manually deducted from the school's enrollment count.
- Secondary SDP Student Count
  - Secondary students with an active Individualized Education Program (IEP) where the Percent Time in Special Ed is 50% or more are counted as SDP in the Classification Report.
  - The total SDP counts are excluded in the calculation of General education norm teachers. Special education teachers are assigned to Options Schools based on the number of students with special needs and their specific disabilities. Refer to Attachment D for the Special Education norm table guide.



# OPTION SCHOOLS STAFFING RATIOS FOR FY 2022-23

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### **Opportunity Schools and Community Day Schools (CDS)**

- The student teacher ratio at Opportunity, Community Day, and Pregnant Minor Schools, is based on average student teacher ratio of 21:1 with a minimum of two (2) teacher positions.

Opportunity, Community Day, and Pregnant Minor Schools, use Attachment A to determine the number of teachers. The enrollment used to determine the number of teachers excludes special education students.

### **Continuations Schools**

- The student teacher ratio at Continuation Schools is based on average student teacher ratio of 29:1 with a minimum of two (2) teacher positions.

Continuation Schools use Attachment B to determine the number of teachers. The enrollment used to determine the number of teachers excludes special education students.

### **Independent Study (City of Angels)**

- The student teacher ratio at Independent Study (City of Angels) is based on average student teacher ratio of 30:1 with a minimum of two (2) teacher positions. Schools identified as Independent Study use Attachment C to determine the number of teachers.
- Maximum number of teachers at City of Angels is 78.

## **ADMINISTRATORS**

- The administrator staffing ranges will be the same as those in place for the 2020-21 school year.
- Administrative personnel are allocated based on total school enrollment including special education enrollment.



# OPTION SCHOOLS STAFFING RATIOS FOR FY 2022-23

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### **PRINCIPAL**

1 Principal per Option School, except as noted below:

- Aggeler CDS and Aggeler Opportunity School will share 1 principal
- Central High School and Tri-C CDS will share 1 principal
- Elementary CDS and Secondary CDS will share 1 principal
- London CDS and London Continuation School will share 1 principal

### **ASSISTANT PRINCIPAL**

The following sites will be allocated 2.0 FTE Assistant Principal and/or Assistant Principal, Secondary Counseling Services (APSCS):

- City of Angels Independent Study
- Central High School/Tri-C CDS

Opportunity schools, Y.O.U., Stand-alone CDS, and Elementary/Secondary CDS will be assigned 1 Assistant Principal.

### **COUNSELORS**

- The counselor staffing ranges will be the same as those in place for the 2021-22 school year.
- The student to counselor ratio for counselors at Options Schools excluding Elementary CDS is 1 day for every 160 students. In addition, the combined enrollment of the following sites should be used to calculate norms for counselors: London CDS and London Continuation School, CDS Aggeler and Aggeler Opportunity School, and Central High School and Tri C CDS.



# OPTION SCHOOLS STAFFING RATIOS FOR FY 2022-23 JANUARY 2022

## OPTION SCHOOLS COUNSELING STAFFING

Enrollment From	Enrollment To	Number of Positions
1	160	0.20
161	320	0.40
321	480	0.60
481	640	0.80
641	800	1.00
801	960	1.20
961	1,120	1.40
1,121	1,280	1.60
1,281	1,440	1.80
1,441	1,600	2.00
1,601	1,760	2.20
1,761	1,920	2.40
1,921	2,080	2.60
2,081	2,240	2.80
2,241	2,400	3.00
2,401	2,560	3.20

## CLERICAL

- The clerical staffing ranges will be the same as those in place for the 2021-22 school year.
- Opportunity Schools, stand-alone Community Day Schools (CDS), Central High School and Elementary/Secondary CDS will be allocated one (1) School Administrative Assistant (Job ID 24102500).
- Continuation Schools will be allocated one (1) Continuation Schools Office Manager (Job ID 24102585).
- Independent Study (City of Angels) will be allocated one (1) School Administrative Assistant (Job ID 24102500).



## OPTION SCHOOLS STAFFING RATIOS FOR FY 2022-23 JANUARY 2022

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In addition, Continuation Schools, Opportunity Schools, stand-alone CDS, and City of Angels will be allocated additional Office Technician (Job ID 24102828) positions based on total enrollment including special day program classes (SDP) and work experience students as displayed in table below.

The combined enrollment for the following sites should be used to calculate the additional clerical staffing: London CDS and London Continuation School, CDS Aggeler and Aggeler Opportunity School, and Central High School and Tri-C CDS.

### ADDITIONAL CLERICAL STAFFING

Enrollment From	Enrollment To	Additional Office Technician Positions
1	160	-
161	320	1
321	480	2
481	640	3
641	950	4
951	1,260	5
1,261	1,570	6
1,571	And above	7



**Los Angeles Unified School District**

**ATTACHMENT A – Teacher Norm Tables Opportunity Schools (including Pregnant Minor Schools) and Community Day Schools**

**Opportunity Schools (including Pregnant Minor Schools) and Community Day Schools**

This table provides an overall teacher ratio of 21:1 based on total enrollment.

ACTIVE ENROLLMENT			NUMBER OF TEACHERS	ACTIVE ENROLLMENT			NUMBER OF TEACHERS
FROM		TO		FROM		TO	
1	-	21	1	778	-	798	38
22	-	42	2	799	-	819	39
43	-	63	3	820	-	840	40
64	-	84	4	841	-	861	41
85	-	105	5	862	-	882	42
106	-	126	6	883	-	903	43
127	-	147	7	904	-	924	44
148	-	168	8	925	-	945	45
169	-	189	9	946	-	966	46
190	-	210	10	967	-	987	47
211	-	231	11	988	-	1,008	48
232	-	252	12	1,009	-	1,029	49
253	-	273	13	1,030	-	1,050	50
274	-	294	14	1,051	-	1,071	51
295	-	315	15	1,072	-	1,092	52
316	-	336	16	1,093	-	1,113	53
337	-	357	17	1,114	-	1,134	54
358	-	378	18	1,135	-	1,155	55
379	-	399	19	1,156	-	1,176	56
400	-	420	20	1,177	-	1,197	57
421	-	441	21	1,198	-	1,218	58
442	-	462	22	1,219	-	1,239	59
463	-	483	23	1,240	-	1,260	60
484	-	504	24	1,261	-	1,281	61
505	-	525	25	1,282	-	1,302	62
526	-	546	26	1,303	-	1,323	63
547	-	567	27	1,324	-	1,344	64
568	-	588	28	1,345	-	1,365	65
589	-	609	29	1,366	-	1,386	66
610	-	630	30	1,387	-	1,407	67
631	-	651	31	1,408	-	1,428	68
652	-	672	32	1,429	-	1,449	69
673	-	693	33	1,450	-	1,470	70
694	-	714	34	1,471	-	1,491	71
715	-	735	35	1,492	-	1,512	72
736	-	756	36	1,513	-	1,533	73
757	-	777	37	1,534	-	1,554	74



### Continuation Schools

This table provides an overall teacher ratio of 29:1 based on total enrollment.

ACTIVE ENROLLMENT			NUMBER OF TEACHERS	ACTIVE ENROLLMENT			NUMBER OF TEACHERS
FROM		TO		FROM		TO	
1	-	29	1	1,074	-	1,102	38
30	-	58	2	1,103	-	1,131	39
59	-	87	3	1,132	-	1,160	40
88	-	116	4	1,161	-	1,189	41
117	-	145	5	1,190	-	1,218	42
146	-	174	6	1,219	-	1,247	43
175	-	203	7	1,248	-	1,276	44
204	-	232	8	1,277	-	1,305	45
233	-	261	9	1,306	-	1,334	46
262	-	290	10	1,335	-	1,363	47
291	-	319	11	1,364	-	1,392	48
320	-	348	12	1,393	-	1,421	49
349	-	377	13	1,422	-	1,450	50
378	-	406	14	1,451	-	1,479	51
407	-	435	15	1,480	-	1,508	52
436	-	464	16	1,509	-	1,537	53
465	-	493	17	1,538	-	1,566	54
494	-	522	18	1,567	-	1,595	55
523	-	551	19	1,596	-	1,624	56
552	-	580	20	1,625	-	1,653	57
581	-	609	21	1,654	-	1,682	58
610	-	638	22	1,683	-	1,711	59
639	-	667	23	1,712	-	1,740	60
668	-	696	24	1,741	-	1,769	61
697	-	725	25	1,770	-	1,798	62
726	-	754	26	1,799	-	1,827	63
755	-	783	27	1,828	-	1,856	64
784	-	812	28	1,857	-	1,885	65
813	-	841	29	1,886	-	1,914	66
842	-	870	30	1,915	-	1,943	67
871	-	899	31	1,944	-	1,972	68
900	-	928	32	1,973	-	2,001	69
929	-	957	33	2,002	-	2,030	70
958	-	986	34	2,031	-	2,059	71
987	-	1,015	35	2,060	-	2,088	72
1,016	-	1,044	36	2,089	-	2,117	73
1,045	-	1,073	37	2,118	-	2,146	74



**Independent Study (City of Angels)**

This table provides an overall teacher ratio of 30:1 based on total enrollment.

ACTIVE ENROLLMENT			NUMBER OF TEACHERS	ACTIVE ENROLLMENT			NUMBER OF TEACHERS
FROM		TO		FROM		TO	
1	-	30	1	1,111	-	1,140	38
31	-	60	2	1,141	-	1,170	39
61	-	90	3	1,171	-	1,200	40
91	-	120	4	1,201	-	1,230	41
121	-	150	5	1,231	-	1,260	42
151	-	180	6	1,261	-	1,290	43
181	-	210	7	1,291	-	1,320	44
211	-	240	8	1,321	-	1,350	45
241	-	270	9	1,351	-	1,380	46
271	-	300	10	1,381	-	1,410	47
301	-	330	11	1,411	-	1,440	48
331	-	360	12	1,441	-	1,470	49
361	-	390	13	1,471	-	1,500	50
391	-	420	14	1,501	-	1,530	51
421	-	450	15	1,531	-	1,560	52
451	-	480	16	1,561	-	1,590	53
481	-	510	17	1,591	-	1,620	54
511	-	540	18	1,621	-	1,650	55
541	-	570	19	1,651	-	1,680	56
571	-	600	20	1,681	-	1,710	57
601	-	630	21	1,711	-	1,740	58
631	-	660	22	1,741	-	1,770	59
661	-	690	23	1,771	-	1,800	60
691	-	720	24	1,801	-	1,830	61
721	-	750	25	1,831	-	1,860	62
751	-	780	26	1,861	-	1,890	63
781	-	810	27	1,891	-	1,920	64
811	-	840	28	1,921	-	1,950	65
841	-	870	29	1,951	-	1,980	66
871	-	900	30	1,981	-	2,010	67
901	-	930	31	2,011	-	2,040	68
931	-	960	32	2,041	-	2,070	69
961	-	990	33	2,071	-	2,100	70
991	-	1,020	34	2,101	-	2,130	71
1,021	-	1,050	35	2,131	-	2,160	72
1,051	-	1,080	36	2,161	-	2,190	73
1,081	-	1,110	37	2,191	-	2,220	74





**Los Angeles Unified School District**

**ATTACHMENT C – Teacher Norm Tables Independent Study (City of Angels) Continued**

ACTIVE ENROLLMENT			NUMBER OF TEACHERS	ACTIVE ENROLLMENT			NUMBER OF TEACHERS
FROM		TO		FROM		TO	
2,221	-	2,250	75	3,331	-	3,360	112
2,251	-	2,280	76	3,361	-	3,390	113
2,281	-	2,310	77	3,391	-	3,420	114
2,311	-	2,340	78	3,421	-	3,450	115
2,341	-	2,370	79	3,451	-	3,480	116
2,371	-	2,400	80	3,481	-	3,510	117
2,401	-	2,430	81	3,511	-	3,540	118
2,431	-	2,460	82	3,541	-	3,570	119
2,461	-	2,490	83	3,571	-	3,600	120
2,491	-	2,520	84	3,601	-	3,630	121
2,521	-	2,550	85	3,631	-	3,660	122
2,551	-	2,580	86	3,661	-	3,690	123
2,581	-	2,610	87	3,691	-	3,720	124
2,611	-	2,640	88	3,721	-	3,750	125
2,641	-	2,670	89	3,751	-	3,780	126
2,671	-	2,700	90	3,781	-	3,810	127
2,701	-	2,730	91	3,811	-	3,840	128
2,731	-	2,760	92	3,841	-	3,870	129
2,761	-	2,790	93	3,871	-	3,900	130
2,791	-	2,820	94	3,901	-	3,930	131
2,821	-	2,850	95	3,931	-	3,960	132
2,851	-	2,880	96	3,961	-	3,990	133
2,881	-	2,910	97	3,991	-	4,020	134
2,911	-	2,940	98	4,021	-	4,050	135
2,941	-	2,970	99	4,051	-	4,080	136
2,971	-	3,000	100	4,081	-	4,110	137
3,001	-	3,030	101	4,111	-	4,140	138
3,031	-	3,060	102	4,141	-	4,170	139
3,061	-	3,090	103	4,171	-	4,200	140
3,091	-	3,120	104	4,201	-	4,230	141
3,121	-	3,150	105	4,231	-	4,260	142
3,151	-	3,180	106	4,261	-	4,290	143
3,181	-	3,210	107	4,291	-	4,320	144
3,211	-	3,240	108	4,321	-	4,350	145
3,241	-	3,270	109	4,351	-	4,380	146
3,271	-	3,300	110	4,381	-	4,410	147
3,301	-	3,330	111	4,411	-	4,440	148



**Los Angeles Unified School District**  
**ATTACHMENT D – Special Education Norm Table Guide**

These do not include Related Services and their required teacher ratios.

Acronym	Name	Teacher Norm for Students Up to 8 Years Old	Teacher Norm for Students 9 Years Old & Above	Notes
AUT A	Autism – Alternate Curriculum	8	8	
AUT C	Autism – General Education Curriculum	10	10	
DHH	Deaf and Hard of Hearing	6	8	
ED	Emotional Disturbance	8	8	
IDM	Intellectual Disability Moderate	12	12	
IDS	Intellectual Disability Severe	10	10	
MD	Multiple Disabilities	8	8	
PAL	Preschool for All Learners	10	-	
PCC	Preschool Collaborative Classroom Early Education Centers	10	-	Also receives 1 GE Teacher.
PCC/ETK	Preschool Collaborative Classroom with Expanded Transitional Kindergarten	10	-	Also receives 1 GE Teacher.
PSC	Preschool Comprehensive Program	8	-	
RSP	Resource Specialist Program	28	28	Schools may also receive Resource Specialist Teacher support through an itinerant position
SLD	Specific Learning Disability	12	12	
VI	Visually Impaired	6	8	
Special Education Centers		10	10	



**Los Angeles Unified School District**  
**ATTACHMENT E – List of Non-Credit Bearing/Zero Credit Courses**

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
102301	*G-English
102501	*E-Lote 1
102502	*E-Lote 2
102503	*E-Lote 3
102504	*E-Lote 4
102601	*G-Other
103000	*Home
103101	*G-Math
103149	ALGEBRA 2A WAIVER
103150	ALGEBRA 2B WAIVER
103601	*G-Bio Sci
103602	*G-Phys Sci
103603	*G-Integ Sci
103701	*G-Hist/SocSci
105010	*Adult Class
105020	*College Class
106001	*Col Class Off Campus
106010	*Col Class On Campus
106101	*F-Intro
106102	*F-Advanced
106123	*B-English
106131	*C-Algebra 1
106136	*D-Bio Science
106137	*A-Am Govt&Civ
106223	*B-Eng/ELD
106231	*C-Geometry
106236	*D-Physics
106237	*A-US Hist
106331	*C-Algebra 2
106337	*A-WHG & Cultu
106431	*C-Statistics
106436	*D-Chemistry

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
106531	*C-Alg 2/Trig
106536	*D-Integ Sci
106631	*C-Adv Math
107018	*Col Comp Sci
107020	*Col Art
107021	*Col Business
107023	*Col English
107025	*Col For Lang
107031	*Col Math
107032	*Col Music Th
107033	*Col PE
107036	*Col Bio Scien
107037	*Col Soc Scien
107038	*Col Vis/Perf
107336	*Col Phys Sci
109901	GENERIC
109903	STAR ASSESSMENT
250201	LOTE 1 TEST
250202	LOTE 2 TEST
250203	LOTE 3 TEST
250204	LOTE 4 TEST
251197	LOTE 2 ARABIC WAIVER A
251198	LOTE 2 ARABIC WAIVER B
252097	LOTE 2 AM SIGN LNG WAIVER A
252098	LOTE 2 AM SIGN LNG WAIVER B
252597	LOTE 2 MAND WAIVER A
252598	LOTE 2 MAND WAIVER B
253597	LOTE 2 FRENCH WAIVER A
253598	LOTE 2 FRENCH WAIVER B
254397	LOTE 2 ITALIAN WAIVER A
254398	LOTE 2 ITALIAN WAIVER B
254597	LOTE 2 JAPAN WAIVER A



**Los Angeles Unified School District**  
**ATTACHMENT E – List of Non-Credit Bearing/Zero Credit Courses**

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
254598	LOTE 2 JAPAN WAIVER B
254997	LOTE 2 KOREAN WAIVER A
254998	LOTE 2 KOREAN WAIVER B
255597	LOTE 2 RUSSIAN WAIVER A
255598	LOTE 2 RUSSIAN WAIVER B
256097	LOTE 2 SPANISH WAIVER A
256098	LOTE 2 SPANISH WAIVER B
269948	HEALTH ALT
305074	ED/CAREER PLAN
305075	HS EQUIV TEST STRATEG
305077	HS EQUIV TEST PREP
305094	HS EQUIV TEST PREP DNL
310341	CC ALGEBRA 1
319407	CC ALG 1 EDG
339949	PE REQUIRE MET
421828	GR 9-12 GAME BSD LRNG ST
421840	INTRO TO AI ENR
421841	AI IS GOOD
422335	HS PEER DEBATES
422610	HS SCI OF FOOD ENRICH ST
422710	HS SPORTS MED ENRICH ST
423133	HS FIN LIT DIG WLD ST
423218	HS FENDER GUITAR ENR
423219	HS FENDER ELEC GUIT ENR
423220	HS FENDER ELEC BASS ENR
423221	HS FENDER UKELELE ENR
423305	GR 9-12 MIND STAY FIT ST
423610	HS SPACE EXPL ENRICH ST
423624	STEM INNOVATOR PACK
423635	YA HABLA! LATINX CULTURE
423642	HS INTRO TO ROBOTICS
423702	GR 9-12 STU EMP&LEAD ST

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
423704	HS LEADERSHIP ENR
423710	HS TITANIC ENRICH ST
423715	GR 9-12 EXPLR HIP HOP ENR ST
423810	QUMANITY ART LAB ENR
423811	STRASBERG METHOD ENR
424410	HS NJROTC ENRICH ST
429203	HS WORK-READ DIG AGE
429210	HS ENVIRO SRVC LRNG ENR
429211	HS SOC JUST SRVC LRNG ENR
429949	SERVICE LEARN
431360	ASL/ENG BI-LING ED:LITERACY
431361	ASL/ENG BI-LING ED:LEVEL 1
431362	ASL/ENG BI-LING ED:LEVEL 2
431363	ASL/ENG BI-LING ED:LEVEL 3
500150	ESL MULTI/ED
500170	ESL/CITIZENSHI
500178	VESL/SKLS FOR CAR SUCCESS
500179	VESL/SKLS FOR CAR SUC I-LOW
500180	ESL/CITIZEN400
500451	ESL/INT CONVER
500452	ESL/ML PRONUNI
500453	ESL/INT VOCAB
500455	ESL/INTERNT/CB
500456	ESL/TUTR EL/CB
500457	ESL/ML CBET 1
500458	ESL/ML CBET 2
530360	ADULT BE: ECP
617110	CTE HS EMER PREP ENR
617111	CTE HS INTRO HLTH SCI ENR
617112	CTE HS CHILD DEV ENR
617113	CTE HS CYBER CAREERS ENR
617115	CTE HS AGRI CAREERS ENR



**Los Angeles Unified School District**  
**ATTACHMENT E – List of Non-Credit Bearing/Zero Credit Courses**

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
617116	CTE HS BUS SURV SKILLS ENR
617117	CTE HS SPACE FOOD ENR
617118	SELMA 101-VOTING RIGHTS
617122	CTE EXPLR OF TRANS
617123	HS TEEN INNOV & ENTRP
671590	CULINARY ART/7: SERVSAF
700149	HIGH SCHOOL EQUIVALENCY TEST
700150	CTE/EDU & CAREER PLANNING
701700	ESL CAREER EXP
701701	ESL HEALTH LIT
701702	ESL CITIZEN PATH
706501	IET/PRE GRAPH DSN FUNDAMENTALS
726501	IET/PRE-PHOTOVOLTAIC
727501	IET/PRE-ELECTRICIAN
751501	IET/PRE-ACCOUNTING
753501	IET/PRE-ADMIN ASSISTANT
753502	IET/PRE-COMP OPERATIONS
761501	IET PRE-HEA INFO TECHNOLOGY
771590	CULART SERVSAF
774001	IET/PRE-MED ASSISTANT
774501	IET/PRE-PHYSICAL THERAPY
775001	IET/PRE-CERT NURSING ASSISTANT
775055	EMER MED TC/RE
776501	IET/PRE-NETWORKING
778070	HOME HEALTH AIDE SUPP
779001	IET/PRE-PHARM TECHNICIAN
781001	IET/PRE-MANICURE
785001	IET/PRE-CULINARY ARTS
796070	AUTO TEC SMOG
799001	IET/PRE-AUTO TECHNOLOGY

<b>COURSE NUMBER</b>	<b>COURSE NAME</b>
799091	WO FORKLIFT FUND
799092	WO FORKLIFT OPS
799093	WO FORKLIFT CERT
799093	WO FORKLIFT CERT
102301H	H *G-English
102501H	H *E-Lote 1
102502H	H *E-Lote 2
102503H	H *E-Lote 3
102504H	H *E-Lote 4
102601H	H *G-Other
103101H	H *G-Math
103601H	H *G-Bio Sci
103602H	H *G-Phys Sci
103603H	H *G-Integ Sci
103701H	H *G-Hist/SocSci
106101H	H *F-Intro
106102H	H *F-Advanced
106123H	H *B-English
106136H	H *D-Bio Science
106137H	H *A-Am Govt&Civ
106223H	H *B-Eng/ELD
106236H	H *D-Physics
106237H	H *A-US Hist
106337H	H *A-WHG & Cultu
106431H	H *C-Statistics
106436H	H *D-Chemistry
106536H	H *D-Integ Sci
106631H	H *C-Adv Math
310341C	CC ALGEBRA 1
310341H	H CC ALGEBRA 1