

# BOARD APPROVED STAFFING RATIOS FOR 2016-17 ELEMENTARY SCHOOLS – March 3, 2016

## MAJOR CHANGES

Changes starting 2016-17 school year are as follows:

- The teacher staffing ratios for grades K-3 and 4-5(6) will be the same as those in place for the 2015-16 school year.
- The administrator and clerical staffing ranges will be the same as the 2015-16 school year.
- Dual Language Program (Dual Language, Maintenance Bilingual Education, Transitional Bilingual Education, and Foreign Language Immersion Programs):

Starting FY 2016-17, a separate fund center will be created for each program language (i.e., Spanish, Korean, Mandarin, French, Arabic, and Armenian) at elementary schools participating in the Dual Language Program. Students participating in these programs must be enrolled and scheduled in the new fund center.

The teachers in the new fund center will be normed based on the enrollment count in grades K-3 and 4-5/6 and the applicable norm tables for these grade levels.

Norm staffing resources will be allocated to the new fund center in program code 11119 (Dual/Foreign Language/Bilingual) and will be adjusted based on Norm Day Enrollment. Funds in program 11119 will not carry over and must be used for the intended purpose.

- Beginning 2016-17 school year, the School Readiness Language Development Program (SRLDP) will no longer exist. Instead, eligible students will be enrolled and scheduled in Transitional Kindergarten Expansion Program at authorized Elementary Schools. The total students enrolled in this program is included as part of the enrollment basis to calculate norm administrator and clerical staffing.

# **BOARD APPROVED STAFFING RATIOS FOR 2016-17**

## **ELEMENTARY SCHOOLS – March 3, 2016**

### **GUIDELINES**

#### **TEACHERS**

- The teacher staffing ratios for grades K-3 and 4-5(6) will be the same as those in place for the 2015-16 school year.
- Dual Language Program (Dual Language, Maintenance Bilingual Education, Transitional Bilingual Education, and Foreign Language Immersion Programs):

Starting FY 2016-17, a separate fund center will be created for each program language (i.e., Spanish, Korean, Mandarin, French, Arabic, and Armenian) at elementary schools participating in the Dual Language Program. Students participating in these programs must be enrolled and scheduled in the new fund center.

The teachers in the new fund center will be normed based on the enrollment count in grades K-3 and 4-5/6 and the applicable norm tables for these grade levels.

Norm staffing resources will be allocated to the new fund center in program code 11119 (Dual/Foreign Language/Bilingual) and will be adjusted based on Norm Day Enrollment. Funds in program 11119 will not carry over and must be used for the intended purpose.

- Norm Enrollment Adjustments - As in the past, the following adjustments will be applied to Norm Day Enrollment for the 2016-17 school year:
  - Age ineligible students – students who are not 5 years old by 12/2/2016
  - Students with 13 absence days or more, from enrollment date through norm day
  - Students with more than one enrollment record (duplicate students)
  - Only enrolled students with scheduled classes in MiSiS will be counted. In other words, students must be both enrolled and scheduled for norm purposes. Schools should ensure that every enrolled student's class schedule is entered into MiSiS. Otherwise, enrolled students without scheduled classes will be excluded from Norm Day Enrollment count.
  - 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 Norm Day enrollment count.
- Special Day Program (SDP) students at Elementary School

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Students enrolled in the class/section of a Special education teacher are categorized in the Classification Report as SDP. The total SDP counts are excluded in the calculation of General education norm teachers.

Special education teachers are assigned to elementary schools based on the numbers of students with special needs and their specific disabilities. Refer to Attachment E for the optimum class/caseload norms.

- Pursuant to Education Code section 42238.02, as a condition of receiving a grade span adjustment for kindergarten through grade three (K–3 GSA), a component of Local Control Funding Formula (LCFF), school districts must make progress towards or maintain a K–3 maximum average class size of 24 or less at each school site. If the annual independent audit of a school district shows that a school district did not comply with these conditions, the California Department of Education (CDE) will retroactively reduce the school district’s funding.
- The Education Code imposes financial penalties on school districts that exceed specified class sizes. To safeguard against financial penalties, the number of pupils assigned to individual classes may not exceed 33 in kindergarten, 32 in grades 1-3 at any time, and 36 in grades 4-6.

Note: These limits also apply to “combination” classes. For purposes of the Class Size Penalties report to the California Department of Education, any class combining pupils in kindergarten or in any grade(s) 4 through 8 with one or more of Grades 1, 2, or 3 shall be considered a class of grades 1, 2, or 3. For example, if five (5) grade 3 pupils are added to a grade 4 class of 28, the class would be considered a grade 3 class of 33. In this example, a fiscal penalty would be assessed on the District because the class exceeded the class size requirement of 32 for grade 3.

- Staffing Position Simulator  
“Staffing Position Simulator” tool is available on the School Fiscal Services website (<http://sfs.lausd.net/>). The purpose of this tool is to provide schools with transparency as to how Norm Teacher counts are calculated based on their enrollment, Norm Category, and Affiliated Charter status. In addition to the Norm Teacher count, this tool will also calculate the number of Counselor, Administrator, and Clerical norm positions. Schools can also use the tool to assist with the norm calculation during the budget planning and development.

The following are the Class Size and Norm Table information for different norm categories for Grades K-5/6:

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Average Class Size without K-3 Grade Span Adjustment Funding

Without the K-3 Grade Span Adjustment funds the average class sizes for elementary schools would be as follows:

School Norm Category	K	1-3	4-5/(6)
District Norms for Regular Schools	29.5	32.0	39.0
Schools Designated as Predominantly Hispanic, Black, Asian & Other Non-Anglo (PHBAO)	29.5	29.5	30.5
Schools Designated as Desegregated Receiver Schools (PWT, CVP, CAP Receivers Satellite Zone)	29.5	32.0	36.0

## K-3 Grade Span Adjustment<sup>1</sup>

- A. Schools identified as PHBAO, use Attachment A, Table 1P; schools identified as Desegregated/Receiver, use Attachment B, Table 1D; schools identified as PHBAO Affiliated Charter Schools, use Attachment C, Table 1PA; schools identified as Desegregated/Receiver Affiliated Charter Schools, use Attachment D, Table 1DA. All tables are based on a maximum class size of 24:1.

School identified as PHBAO Affiliated Charter Schools, use Attachment C, Tables 1PA, 1PAA, and 1PAB. Table 1PA is the number of teachers needed for a student teacher ratio of 24:1. Table 1PAA (TIIG PHBAO) is the number of teachers needed for a student teacher ratio 29.5:1. Table 1PAB (District Norm) is the number of teachers needed for a student teacher ratio of 32:1.

<sup>1</sup> Continuing for the 2016-17 FY, funding for Targeted Instructional Improvement Block Grant (TIIG) resources for Affiliated Charter Schools is included in the Charter School Categorical Block Grant. Therefore, Affiliated Charter Schools are not eligible for class size reduction funded by District TIIG resources (PHBAO and or Desegregated / Receiver). Norm Charts for PHBAO Affiliated Charter Schools are displayed in Attachment C. Norm Charts for Desegregated/Receiver Affiliated Charter Schools are displayed in Attachment D.

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## **ELEMENTARY SCHOOLS – March 3, 2016**

K-3 Class Size Reduction resources are used to fund the difference between the number of teachers generated from the PHBAO Norm Table (1PAA) and the K-3 Class Size Reduction Table (1PA).

TIIG class size reduction resources are used to fund the difference between the number of teachers generated from the District Norm Table (1PAB) and the PHBAO Norm Table (1PAA).

The number of norm teachers at PHBAO Affiliated Charter Schools for grades K-3 will be calculated as follows:

- I. Determine the number of teacher positions based on K-3 enrollment from Table 1PA.
- II. Determine the number of teacher positions based on K-3 enrollment from Table 1PAA.
- III. Determine the number of teacher positions based on K-3 enrollment from Table 1PAB.
- IV. The number of teacher positions in III represents the number of District funded positions.
- V. Subtract the number of teacher positions in Step III from Step II to determine the TIIG funded class size reduction positions. Affiliated Charter schools will use the Charter School Categorical Block Grant to fund the number of positions calculated in this step.
- VI. Subtract the number of teacher positions in Step II from Step I to determine the K-3 CSR funded positions.

Affiliated Charter schools identified as PHBAO will use the Charter School Categorical Block Grant to fund the number of positions from Step V above.

### **Norm Tables for Grades 4-5/(6) <sup>2</sup>**

- A. Schools identified as PHBAO, use Attachment A, Table 2P; schools identified as Desegregated/Receiver use Attachment B, Table 2D. Schools identified as PHBAO Affiliated Charter Schools use Attachment C, Table 2PA; schools identified as

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<sup>2</sup> Continuing for the 2016-17 FY, funding for Targeted Instructional Improvement Block Grant (TIIG) resources for Affiliated Charter Schools is included in the Charter School Categorical Block Grant. Therefore, Affiliated Charter Schools are not eligible for class size reduction funded by District TIIG resources (PHBAO and or Desegregated / Receiver). Norm Charts for PHBAO Affiliated Charter Schools are displayed in Attachment C. Norm Charts for Desegregated/Receiver Affiliated Charter Schools are displayed in Attachment D.

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## **ELEMENTARY SCHOOLS – March 3, 2016**

Desegregated/Receiver Affiliated Charter Schools use Attachment D, Table 2DA. These norms provide an average class size of 30.5 pupils for PHBAO schools, an average class size of 36.0 for Desegregated/Receiver schools, and an average class size of 39.0 (District norm) for Affiliated Charter Schools, based on grades 4-5/(6) norm day enrollment.

Affiliated Charter schools will use the Charter School Categorical Block Grant to implement Grades 4-5(6) class size reduction (30.5:1 for affiliated charter schools identified as PHBAO or 36.0:1 for affiliated charter schools identified as Desegregated/Receiver).

To calculate the number of positions for a student teacher ratio of 30.5:1 (PHBAO):

- I. Determine the number of teacher positions based on grades 4-5(6) enrollment from Table 2P.
- II. Determine the number of teacher positions based on grades 4-5(6) enrollment from Table 2PA.
- III. Subtract the number of teacher positions in Step II from Step I to determine the TIIG funded class size reduction positions. Affiliated Charter schools will use the Charter School Categorical Block Grant to fund the number of positions calculated in this step.

Affiliated Charter schools identified as PHBAO will use the Charter School Categorical Block Grant to fund the number of positions from Step III above.

To calculate the number of positions for a student teacher ratio of 36:1 (Desegregated/Receiver):

- I. Determine the number of teacher positions based on grades 4-5(6) enrollment from Table 2D.
- II. Determine the number of teacher positions based on grades 4-5(6) enrollment from Table 2DA.
- III. Subtract the number of teacher positions in Step II from Step I to determine the TIIG funded class size reduction positions. Affiliated Charter schools will use the Charter School Categorical Block Grant to fund the number of positions calculated in this step.

Affiliated Charter schools identified as Desegregated/Receiver will use the Charter School Categorical Block Grant to fund the number of positions from Step III above.

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## ADMINISTRATORS

- The Administrator staffing ranges will be the same as the 2015-16 school year.
- Beginning 2016-17 school year, the School Readiness Language Development Program (SRLDP) will no longer exist. Instead, eligible students will be enrolled and scheduled in Transitional Kindergarten Expansion Program at authorized Elementary Schools. The total students enrolled in this program is included as part of the enrollment basis to calculate norm administrator staffing.
- Administrative personnel are allocated based on total school enrollment, including Transitional Kindergarten Expansion, special day program classes (SDP), state preschool (SPS), pre-kindergarten special education and magnet center enrollment.
- The work basis assignment for Principals will be E basis.
- The work basis assignment for Assistant Principals will be B basis. The Assistant Principal position(s) are included in the discretionary portion of the “General Fund School Program”. Please refer to the “General Fund School Program Manual” for specific details.
- Continuing for the 2016-17 fiscal year, Administrative personnel at Elementary Schools will be assigned based on the following table:

**ELEMENTARY SCHOOL ADMINISTRATIVE STAFFING**

Enrollment From	Enrollment To	Principal	Assistant Principal
1	1,109	1.0	
1,110	1,809	1.0	1.0
1,810	2,419	1.0	2.0
2,420	and above	1.0	3.0

## Span School Administrative Calculation

- Span school administrative norm allocation is based on the following (weighted average):

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1. Determine the percentage enrollment by grade level groupings K-5 and 6-12 to total enrollment.
2. Determine number of administrative norm positions from the individual norm tables based on 100% of enrollment as if site is an elementary school and again based on 100% of enrollment as if site is a secondary school.
3. Multiply the percentage enrollment by grade level groupings from #1 above by the number of positions that result from the individual norm tables from #2 above.
4. Sum the result and round to the nearest full FTE (e.g. 2.49 FTE is rounded to 2.0 FTE; 2.50 FTE is rounded to 3.0 FTE).

### **CLERICAL**

- The clerical staffing ranges will be the same as the 2015-16 school year.
- Beginning 2016-17 school year, the School Readiness Language Development Program (SRLDP) will no longer exist. Instead, eligible students should be enrolled and scheduled in Transitional Kindergarten Expansion Program at authorized Elementary Schools. The total students enrolled in this program is included as part of the enrollment basis to calculate norm clerical staffing.
- Each school receives the number of clerical positions using the staffing tables displayed below, based on active enrollment, including Transitional Kindergarten Expansion program, special day program students (SDP), pre-kindergarten special day classes, and magnet center enrollment. Additional clerical resources to support State Pre-School classes are allocated separately by the Early Childhood Education Division.
- Sites do not have flexibility over Modified Consent Decree Clerical Support.
- Schools will receive budgets based on recommended staffing ratios. Schools may realign certain resources to meet their unique needs. Please refer to the “General Fund School Program Manual” for flexibility guidelines.

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## Elementary Clerical <sup>3</sup>

Enrollment From	Enrollment To	School Admin. Asst.	Modified Consent Decree Support	Additional Clerical Support	Total Clerical Staff
1	300	1.00	0.50	-	1.50
301	749	1.00	1.00	-	2.00
750	1,499	1.00	1.00	1.00	3.00
1,500	2,249	1.00	1.00	2.00	4.00
2,250	2,999	1.00	1.00	3.00	5.00
3,000	3,479	1.00	1.00	4.00	6.00
3,480	and above	1.00	1.00	5.00	7.00

### Staffing pattern

The typical staffing pattern at elementary school is as follows:

One (1) - School Administrative Assistant (Job ID 24102500)

All other clerical positions - Office Technician(s) (Job ID 24102828)

The work basis assignment for all clerical positions at Elementary Schools is E basis.

### Span School Clerical Calculation

- Span school clerical norm allocation is based on the following (weighted average):
  1. Determine the percentage enrollment by grade level groupings K-5 and 6-12 to total enrollment.
  2. Determine number of clerical positions from the individual clerical staffing tables based on 100% of enrollment as if site is an elementary school and again based on 100% of enrollment as if site is a secondary school.

<sup>3</sup> Based on total enrollment, including special day program (SDP), Transitional Kindergarten Expansion Program, pre-kindergarten special day classes, and magnet center enrollment. Additional clerical resources to support State Pre-School classes are allocated separately by the Early Childhood Education Division.

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3. Multiply the percentage enrollment by grade level groupings from #1 above by the number of positions that result from the individual clerical staffing tables from #2 above.
4. Sum the result. If the result is greater than 1.5, round to the nearest full FTE (e.g. 2.49 FTE is rounded to 2.0; 2.50 FTE is rounded to 3.0 FTE). If the result is less than or equal to 1.50 FTE, the site will be allocated 1.5 FTE clerical staff.

### **OTHER RESOURCES**

- In the continuing effort to improve the District’s budgeting process for schools, for the 2016-17 fiscal year resources allocations for Library Media Teacher Differential will be included in the allocation for Program 13027, “General Fund School Program”.
- Plant Managers, School Facilities Attendants, and Pool Custodians are day shift employees. If a school needs these positions to work night shift(s), the school is responsible for the additional cost.
- Library Aide position will continue to be paired with another 3 hour Library Aide position.
- Continuing for the 2016-17 fiscal year, resource allocations for Administrators, Teachers, Counselors, Library Media Teacher/Librarian, Psychologists, Nurses, Clerical, Custodial, Financial Mangers, Instructional Materials, Activity Differentials, etc. will be included in the allocation for Program 13027, “General Fund School Program”.
  - Schools will receive budget based on recommended staffing ratios. Schools may realign certain resources to meet their unique needs. Please refer to the “General Fund School Program Manual” which is available on School Fiscal Services website (<http://sfs.lausd.net/>) for flexibility guidelines.



# Los Angeles Unified School District

## ATTACHMENT A – Teacher Norm Tables for PHBAO Elementary Schools

**TABLE 1P: Kindergarten, plus Grades 1,2 and 3 Option One for PHBAO Schools**

This table provides one position for every 24 pupils based on the total enrollment in Kindergarten plus grades 1-3.

	Active Enrollment		Number of Teachers	Active Enrollment		Number of Teachers	
	<u>From</u>	<u>To</u>		<u>From</u>	<u>To</u>		
1	-	24	1	793	-	816	34
25	-	48	2	817	-	840	35
49	-	72	3	841	-	864	36
73	-	96	4	865	-	888	37
97	-	120	5	889	-	912	38
121	-	144	6	913	-	936	39
145	-	168	7	937	-	960	40
169	-	192	8	961	-	984	41
193	-	216	9	985	-	1,008	42
217	-	240	10	1,009	-	1,032	43
241	-	264	11	1,033	-	1,056	44
265	-	288	12	1,057	-	1,080	45
289	-	312	13	1,081	-	1,104	46
313	-	336	14	1,105	-	1,128	47
337	-	360	15	1,129	-	1,152	48
361	-	384	16	1,153	-	1,176	49
385	-	408	17	1,177	-	1,200	50
409	-	432	18	1,201	-	1,224	51
433	-	456	19	1,225	-	1,248	52
457	-	480	20	1,249	-	1,272	53
481	-	504	21	1,273	-	1,296	54
505	-	528	22	1,297	-	1,320	55
529	-	552	23	1,321	-	1,344	56
553	-	576	24	1,345	-	1,368	57
577	-	600	25	1,369	-	1,392	58
601	-	624	26	1,393	-	1,416	59
625	-	648	27	1,417	-	1,440	60
649	-	672	28	1,441	-	1,464	61
673	-	696	29	1,465	-	1,488	62
697	-	720	30	1,489	-	1,512	63
721	-	744	31	1,513	-	1,536	64
745	-	768	32	1,537	-	1,560	65
769	-	792	33	1,561	-	1,584	66



## Los Angeles Unified School District

### ATTACHMENT A – Teacher Norm Tables for PHBAO Elementary Schools

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The 2016-17 norm table provides one position for every 24 students based on total enrollment in grades K-3 classes. To prevent loss of Local Control Funding Formula K through 3 Grade Span Adjustment funding, the school district must maintain a maximum average class size of 24 or less at each school site.

A class with 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> grade students combined with any K-3 students is considered a K-3 class. Therefore, maximum average class size is 24. Attendance & Enrollment Section captures school month end enrollments for compliance with K-3 class size guidelines, and will work with Local District in monitoring of class sizes.

The Education Code imposes financial penalties on school districts that exceed specified class sizes. To safeguard against financial penalties, the number of pupils assigned to individual classes may not exceed 33 in kindergarten and 32 in grades 1-3.

Note: These limits also apply to “combination” classes. For purposes of the Class Size Penalties report to the California Department of Education, any class combining pupils in kindergarten or in any grade(s) 4 through 8 with one or more of Grades 1, 2, or 3 shall be considered a class of grades 1, 2, or 3. For example, if five (5) grade 3 pupils are added to a grade 4 class of 28, the class would be considered a grade 3 class of 33. In this example, a fiscal penalty would be assessed on the District because the class exceeded the class size requirement of 32 for grade 3.



# Los Angeles Unified School District

## ATTACHMENT A – Teacher Norm Tables for PHBAO Elementary Schools

**TABLE 2P: Grades 4-5/ (6) (PHBAO Schools)**

This table provides for an average class size of 30.5.

Active Enrollment			Number of Teachers	Active Enrollment			Number of Teachers
<u>From</u>	-	<u>To</u>		<u>From</u>	-	<u>To</u>	
1	-	31	1	611	-	641	21
32	-	61	2	642	-	671	22
62	-	92	3	672	-	702	23
93	-	122	4	703	-	732	24
123	-	153	5	733	-	763	25
154	-	183	6	764	-	793	26
184	-	214	7	794	-	824	27
215	-	244	8	825	-	854	28
245	-	275	9	855	-	885	29
276	-	305	10	886	-	915	30
306	-	336	11	916	-	946	31
337	-	366	12	947	-	976	32
367	-	397	13	977	-	1,007	33
398	-	427	14	1,008	-	1,037	34
428	-	458	15	1,038	-	1,068	35
459	-	488	16	1,069	-	1,098	36
489	-	519	17	1,099	-	1,129	37
520	-	549	18	1,130	-	1,159	38
550	-	580	19	1,160	-	1,190	39
581	-	610	20	1,191	-	1,220	40



**Los Angeles Unified School District**

**ATTACHMENT B – Teacher Norm Tables for Desegregated/Receiver Elementary Schools**

**TABLE 1D: Kindergarten, plus Grades 1,2 and 3 Option One for Desegregated/Receiver Schools**

This table provides one position for every 24 pupils based on the total enrollment in Kindergarten plus grades 1-3.

<u>ACTIVE ENROLLMENT</u>			<u>NUMBER OF TEACHERS</u>	<u>ACTIVE ENROLLMENT</u>			<u>NUMBER OF TEACHERS</u>
<u>FROM</u>	-	<u>TO</u>		<u>FROM</u>	-	<u>TO</u>	
1	-	24	1	793	-	816	34
25	-	48	2	817	-	840	35
49	-	72	3	841	-	864	36
73	-	96	4	865	-	888	37
97	-	120	5	889	-	912	38
121	-	144	6	913	-	936	39
145	-	168	7	937	-	960	40
169	-	192	8	961	-	984	41
193	-	216	9	985	-	1,008	42
217	-	240	10	1,009	-	1,032	43
241	-	264	11	1,033	-	1,056	44
265	-	288	12	1,057	-	1,080	45
289	-	312	13	1,081	-	1,104	46
313	-	336	14	1,105	-	1,128	47
337	-	360	15	1,129	-	1,152	48
361	-	384	16	1,153	-	1,176	49
385	-	408	17	1,177	-	1,200	50
409	-	432	18	1,201	-	1,224	51
433	-	456	19	1,225	-	1,248	52
457	-	480	20	1,249	-	1,272	53
481	-	504	21	1,273	-	1,296	54
505	-	528	22	1,297	-	1,320	55
529	-	552	23	1,321	-	1,344	56
553	-	576	24	1,345	-	1,368	57
577	-	600	25	1,369	-	1,392	58
601	-	624	26	1,393	-	1,416	59
625	-	648	27	1,417	-	1,440	60
649	-	672	28	1,441	-	1,464	61
673	-	696	29	1,465	-	1,488	62
697	-	720	30	1,489	-	1,512	63
721	-	744	31	1,513	-	1,536	64
745	-	768	32	1,537	-	1,560	65
769	-	792	33	1,561	-	1,584	66



## Los Angeles Unified School District

### ATTACHMENT B – Teacher Norm Tables for Desegregated/Receiver Elementary Schools

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The 2016-17 norm table provides one position for every 24 students based on total enrollment in grades K-3 classes. To prevent loss of Local Control Funding Formula K through 3 Grade Span Adjustment funding, the school district must maintain a maximum average class size of 24 or less at each school site.

A class with 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> grade students combined with any K-3 students is considered a K-3 class. Therefore, maximum average class size is 24. Attendance & Enrollment Section captures school month end enrollments for compliance with K-3 class size guidelines, and will work with Local District in monitoring of class sizes.

The Education Code imposes financial penalties on school districts that exceed specified class sizes. To safeguard against financial penalties, the number of pupils assigned to individual classes may not exceed 33 in kindergarten and 32 in grades 1-3.

Note: These limits also apply to “combination” classes. For purposes of the Class Size Penalties report to the California Department of Education, any class combining pupils in kindergarten or in any grade(s) 4 through 8 with one or more of Grades 1, 2, or 3 shall be considered a class of grades 1, 2, or 3. For example, if five (5) grade 3 pupils are added to a grade 4 class of 28, the class would be considered a grade 3 class of 33. In this example, a fiscal penalty would be assessed on the District because the class exceeded the class size requirement of 32 for grade 3.



# Los Angeles Unified School District

## ATTACHMENT B – Teacher Norm Tables for Desegregated/Receiver Elementary Schools

**TABLE 2D: Grades 4-5/(6), Desegregated/Receiver Schools**

This table provides for an average class size of 36.0.

ACTIVE ENROLLMENT			NUMBER OF <u>TEACHERS</u>	ACTIVE ENROLLMENT			NUMBER OF <u>TEACHERS</u>
<u>FROM</u>	-	<u>TO</u>		<u>FROM</u>	-	<u>TO</u>	
1	-	36	1	541	-	576	16
37	-	72	2	577	-	612	17
73	-	108	3	613	-	648	18
109	-	144	4	649	-	684	19
145	-	180	5	685	-	720	20
181	-	216	6	721	-	756	21
217	-	252	7	757	-	792	22
253	-	288	8	793	-	828	23
289	-	324	9	829	-	864	24
325	-	360	10	865	-	900	25
361	-	396	11	901	-	936	26
397	-	432	12	937	-	972	27
433	-	468	13	973	-	1,008	28
469	-	504	14	1,009	-	1,044	29
505	-	540	15	1,045	-	1,080	30



**Los Angeles Unified School District**

**ATTACHMENT C – Teacher Norm Tables for PHBAO Affiliated Charter Schools**

**TABLE 1PA: Kindergarten, plus Grades 1,2 and 3 Option One for PHBAO  
Affiliated Charter School – Class Size Reduction**

This table provides one position for every 24 pupils based on the total enrollment in Kindergarten plus grades 1-3.

	Active Enrollment		Number of Teachers	Active Enrollment		Number of Teachers	
	<u>From</u>	<u>To</u>		<u>From</u>	<u>To</u>		
1	-	24	1	793	-	816	34
25	-	48	2	817	-	840	35
49	-	72	3	841	-	864	36
73	-	96	4	865	-	888	37
97	-	120	5	889	-	912	38
121	-	144	6	913	-	936	39
145	-	168	7	937	-	960	40
169	-	192	8	961	-	984	41
193	-	216	9	985	-	1,008	42
217	-	240	10	1,009	-	1,032	43
241	-	264	11	1,033	-	1,056	44
265	-	288	12	1,057	-	1,080	45
289	-	312	13	1,081	-	1,104	46
313	-	336	14	1,105	-	1,128	47
337	-	360	15	1,129	-	1,152	48
361	-	384	16	1,153	-	1,176	49
385	-	408	17	1,177	-	1,200	50
409	-	432	18	1,201	-	1,224	51
433	-	456	19	1,225	-	1,248	52
457	-	480	20	1,249	-	1,272	53
481	-	504	21	1,273	-	1,296	54
505	-	528	22	1,297	-	1,320	55
529	-	552	23	1,321	-	1,344	56
553	-	576	24	1,345	-	1,368	57
577	-	600	25	1,369	-	1,392	58
601	-	624	26	1,393	-	1,416	59
625	-	648	27	1,417	-	1,440	60
649	-	672	28	1,441	-	1,464	61
673	-	696	29	1,465	-	1,488	62
697	-	720	30	1,489	-	1,512	63
721	-	744	31	1,513	-	1,536	64
745	-	768	32	1,537	-	1,560	65
769	-	792	33	1,561	-	1,584	66



## Los Angeles Unified School District

### ATTACHMENT C – Teacher Norm Tables for PHBAO Affiliated Charter Schools

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The 2016-17 norm table provides one position for every 24 students based on total enrollment in grades K-3 classes. To prevent loss of Local Control Funding Formula K through 3 Grade Span Adjustment funding, the school district must maintain a maximum average class size of 24 or less at each school site.

A class with 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> grade students combined with any K-3 students is considered a K-3 class. Therefore, maximum average class size is 24. Attendance & Enrollment Section captures school month end enrollments for compliance with K-3 class size guidelines, and will work with Local District in monitoring of class sizes.

The Education Code imposes financial penalties on school districts that exceed specified class sizes. To safeguard against financial penalties, the number of pupils assigned to individual classes may not exceed 33 in kindergarten and 32 in grades 1-3.

Note: These limits also apply to “combination” classes. For purposes of the Class Size Penalties report to the California Department of Education, any class combining pupils in kindergarten or in any grade(s) 4 through 8 with one or more of Grades 1, 2, or 3 shall be considered a class of grades 1, 2, or 3. For example, if five (5) grade 3 pupils are added to a grade 4 class of 28, the class would be considered a grade 3 class of 33. In this example, a fiscal penalty would be assessed on the District because the class exceeded the class size requirement of 32 for grade 3.



**Los Angeles Unified School District**

**ATTACHMENT C – Teacher Norm Tables for PHBAO Affiliated Charter Schools**

**TABLE 1PAA: Kindergarten, plus Grades 1,2 and 3 Option One for PHBAO  
Affiliated Charter School - TIIG**

This table provides one position for every 29.5 pupils based on the total enrollment in Kindergarten plus grades 1-3.

Active Enrollment			Number of Teachers	Active Enrollment			Number of Teachers
<u>From</u>	-	<u>To</u>		<u>From</u>	-	<u>To</u>	
1	-	30	1	975	-	1,003	34
31	-	59	2	1,004	-	1,033	35
60	-	89	3	1,034	-	1,062	36
90	-	118	4	1,063	-	1,092	37
119	-	148	5	1,093	-	1,121	38
149	-	177	6	1,122	-	1,151	39
178	-	207	7	1,152	-	1,180	40
208	-	236	8	1,181	-	1,210	41
237	-	266	9	1,211	-	1,239	42
267	-	295	10	1,240	-	1,269	43
296	-	325	11	1,270	-	1,298	44
326	-	354	12	1,299	-	1,328	45
355	-	384	13	1,329	-	1,357	46
385	-	413	14	1,358	-	1,387	47
414	-	443	15	1,388	-	1,416	48
444	-	472	16	1,417	-	1,446	49
473	-	502	17	1,447	-	1,475	50
503	-	531	18	1,476	-	1,505	51
532	-	561	19	1,506	-	1,534	52
562	-	590	20	1,535	-	1,564	53
591	-	620	21	1,565	-	1,593	54
621	-	649	22	1,594	-	1,623	55
650	-	679	23	1,624	-	1,652	56
680	-	708	24	1,653	-	1,682	57
709	-	738	25	1,683	-	1,711	58
739	-	767	26	1,712	-	1,741	59
768	-	797	27	1,742	-	1,770	60
798	-	826	28	1,771	-	1,800	61
827	-	856	29	1,801	-	1,829	62
857	-	885	30	1,830	-	1,859	63
886	-	915	31	1,860	-	1,888	64
916	-	944	32	1,889	-	1,918	65
945	-	974	33	1,919	-	1,947	66



# Los Angeles Unified School District

## ATTACHMENT C – Teacher Norm Tables for PHBAO Affiliated Charter Schools

**TABLE 1PAB: Kindergarten, plus Grades 1, 2 and 3 Option One for PHBAO Affiliated Charter School (District Norm)**

This table provides one position for every 32.0 pupils based on the total enrollment in Kindergarten plus grades 1-3.

Active Enrollment		Number of Teachers	Active Enrollment		Number of Teachers	
From	To		From	To		
1	-	32	1,057	-	1,088	34
33	-	64	1,089	-	1,120	35
65	-	96	1,121	-	1,152	36
97	-	128	1,153	-	1,184	37
129	-	160	1,185	-	1,216	38
161	-	192	1,217	-	1,248	39
193	-	224	1,249	-	1,280	40
225	-	256	1,281	-	1,312	41
257	-	288	1,313	-	1,344	42
289	-	320	1,345	-	1,376	43
321	-	352	1,377	-	1,408	44
353	-	384	1,409	-	1,440	45
385	-	416	1,441	-	1,472	46
417	-	448	1,473	-	1,504	47
449	-	480	1,505	-	1,536	48
481	-	512	1,537	-	1,568	49
513	-	544	1,569	-	1,600	50
545	-	576	1,601	-	1,632	51
577	-	608	1,633	-	1,664	52
609	-	640	1,665	-	1,696	53
641	-	672	1,697	-	1,728	54
673	-	704	1,729	-	1,760	55
705	-	736	1,761	-	1,792	56
737	-	768	1,793	-	1,824	57
769	-	800	1,825	-	1,856	58
801	-	832	1,857	-	1,888	59
833	-	864	1,889	-	1,920	60
865	-	896	1,921	-	1,952	61
897	-	928	1,953	-	1,984	62
929	-	960	1,985	-	2,016	63
961	-	992	2,017	-	2,048	64
993	-	1,024	2,049	-	2,080	65
1,025	-	1,056	2,081	-	2,112	66



**Los Angeles Unified School District**

**ATTACHMENT C – Teacher Norm Tables for PHBAO Affiliated Charter Schools**

**TABLE 2PA: Grades 4-5/(6) for PHBAO Affiliated Charter Schools – District Norm**

This table provides for an average class size of 39.

Active Enrollment			Number of Teachers	Active Enrollment			Number of Teachers
<u>From</u>	-	<u>To</u>		<u>From</u>	-	<u>To</u>	
1	-	39	1	1,405	-	1,443	37
40	-	78	2	1,444	-	1,482	38
79	-	117	3	1,483	-	1,521	39
118	-	156	4	1,522	-	1,560	40
157	-	195	5	1,561	-	1,599	41
196	-	234	6	1,600	-	1,638	42
235	-	273	7	1,639	-	1,677	43
274	-	312	8	1,678	-	1,716	44
313	-	351	9	1,717	-	1,755	45
352	-	390	10	1,756	-	1,794	46
391	-	429	11	1,795	-	1,833	47
430	-	468	12	1,834	-	1,872	48
469	-	507	13	1,873	-	1,911	49
508	-	546	14	1,912	-	1,950	50
547	-	585	15	1,951	-	1,989	51
586	-	624	16	1,990	-	2,028	52
625	-	663	17	2,029	-	2,067	53
664	-	702	18	2,068	-	2,106	54
703	-	741	19	2,107	-	2,145	55
742	-	780	20	2,146	-	2,184	56
781	-	819	21	2,185	-	2,223	57
820	-	858	22	2,224	-	2,262	58
859	-	897	23	2,263	-	2,301	59
898	-	936	24	2,302	-	2,340	60
937	-	975	25	2,341	-	2,379	61
976	-	1,014	26	2,380	-	2,418	62
1,015	-	1,053	27	2,419	-	2,457	63
1,054	-	1,092	28	2,458	-	2,496	64
1,093	-	1,131	29	2,497	-	2,535	65
1,132	-	1,170	30	2,536	-	2,574	66
1,171	-	1,209	31	2,575	-	2,613	67
1,210	-	1,248	32	2,614	-	2,652	68
1,249	-	1,287	33	2,653	-	2,691	69
1,288	-	1,326	34	2,692	-	2,730	70
1,327	-	1,365	35	2,731	-	2,769	71
1,366	-	1,404	36	2,770	-	2,808	72



# Los Angeles Unified School District

## ATTACHMENT D – Teacher Norm Tables for Desegregated/Receiver Affiliated Charter Schools

**TABLE 1DA: Kindergarten, plus Grades 1,2 and 3 Option One for  
Desegregated/Receiver Affiliated Charter School – Class Size Reduction**

This table provides one position for every 24 pupils based on the total enrollment in Kindergarten plus grades 1-3.

	Active Enrollment		Number of Teachers	Active Enrollment		Number of Teachers	
	<u>From</u>	<u>To</u>		<u>From</u>	<u>To</u>		
1	-	24	1	793	-	816	34
25	-	48	2	817	-	840	35
49	-	72	3	841	-	864	36
73	-	96	4	865	-	888	37
97	-	120	5	889	-	912	38
121	-	144	6	913	-	936	39
145	-	168	7	937	-	960	40
169	-	192	8	961	-	984	41
193	-	216	9	985	-	1,008	42
217	-	240	10	1,009	-	1,032	43
241	-	264	11	1,033	-	1,056	44
265	-	288	12	1,057	-	1,080	45
289	-	312	13	1,081	-	1,104	46
313	-	336	14	1,105	-	1,128	47
337	-	360	15	1,129	-	1,152	48
361	-	384	16	1,153	-	1,176	49
385	-	408	17	1,177	-	1,200	50
409	-	432	18	1,201	-	1,224	51
433	-	456	19	1,225	-	1,248	52
457	-	480	20	1,249	-	1,272	53
481	-	504	21	1,273	-	1,296	54
505	-	528	22	1,297	-	1,320	55
529	-	552	23	1,321	-	1,344	56
553	-	576	24	1,345	-	1,368	57
577	-	600	25	1,369	-	1,392	58
601	-	624	26	1,393	-	1,416	59
625	-	648	27	1,417	-	1,440	60
649	-	672	28	1,441	-	1,464	61
673	-	696	29	1,465	-	1,488	62
697	-	720	30	1,489	-	1,512	63
721	-	744	31	1,513	-	1,536	64
745	-	768	32	1,537	-	1,560	65
769	-	792	33	1,561	-	1,584	66



## Los Angeles Unified School District

### ATTACHMENT D – Teacher Norm Tables for Desegregated/Receiver Affiliated Charter Schools

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The 2016-17 norm table provides one position for every 24 students based on total enrollment in grades K-3 classes. To prevent loss of Local Control Funding Formula K through 3 Grade Span Adjustment funding, the school district must maintain a maximum average class size of 24 or less at each school site.

A class with 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> grade students combined with any K-3 students is considered a K-3 class. Therefore, maximum average class size is 24. Attendance & Enrollment Section captures school month end enrollments for compliance with K-3 class size guidelines, and will work with Local District in monitoring of class sizes.

The Education Code imposes financial penalties on school districts that exceed specified class sizes. To safeguard against financial penalties, the number of pupils assigned to individual classes may not exceed 33 in kindergarten and 32 in grades 1-3.

Note: These limits also apply to “combination” classes. For purposes of the Class Size Penalties report to the California Department of Education, any class combining pupils in kindergarten or in any grade(s) 4 through 8 with one or more of Grades 1, 2, or 3 shall be considered a class of grades 1, 2, or 3. For example, if five (5) grade 3 pupils are added to a grade 4 class of 28, the class would be considered a grade 3 class of 33. In this example, a fiscal penalty would be assessed on the District because the class exceeded the class size requirement of 32 for grade 3.



**Los Angeles Unified School District**

**ATTACHMENT D – Teacher Norm Tables for Desegregated/Receiver  
Affiliated Charter Schools**

**TABLE 1DAB: Kindergarten, plus Grades 1,2 and 3 Option One for  
Desegregated/Receiver Affiliated Charter School (District Norm)**

This table provides one position for every 32.0 pupils based on the total enrollment in Kindergarten plus grades 1-3.

Active Enrollment			Number of Teachers	Active Enrollment			Number of Teachers
From		To		From		To	
1	-	32	1	1,057	-	1,088	34
33	-	64	2	1,089	-	1,120	35
65	-	96	3	1,121	-	1,152	36
97	-	128	4	1,153	-	1,184	37
129	-	160	5	1,185	-	1,216	38
161	-	192	6	1,217	-	1,248	39
193	-	224	7	1,249	-	1,280	40
225	-	256	8	1,281	-	1,312	41
257	-	288	9	1,313	-	1,344	42
289	-	320	10	1,345	-	1,376	43
321	-	352	11	1,377	-	1,408	44
353	-	384	12	1,409	-	1,440	45
385	-	416	13	1,441	-	1,472	46
417	-	448	14	1,473	-	1,504	47
449	-	480	15	1,505	-	1,536	48
481	-	512	16	1,537	-	1,568	49
513	-	544	17	1,569	-	1,600	50
545	-	576	18	1,601	-	1,632	51
577	-	608	19	1,633	-	1,664	52
609	-	640	20	1,665	-	1,696	53
641	-	672	21	1,697	-	1,728	54
673	-	704	22	1,729	-	1,760	55
705	-	736	23	1,761	-	1,792	56
737	-	768	24	1,793	-	1,824	57
769	-	800	25	1,825	-	1,856	58
801	-	832	26	1,857	-	1,888	59
833	-	864	27	1,889	-	1,920	60
865	-	896	28	1,921	-	1,952	61
897	-	928	29	1,953	-	1,984	62
929	-	960	30	1,985	-	2,016	63
961	-	992	31	2,017	-	2,048	64
993	-	1,024	32	2,049	-	2,080	65
1,025	-	1,056	33	2,081	-	2,112	66



**Los Angeles Unified School District**

**ATTACHMENT D – Teacher Norm Tables for Desegregated/Receiver  
Affiliated Charter Schools**

**TABLE 2DA: Grades 4-5/(6) Desegregated/Receiver Affiliated Charter  
Schools– District Norm**

This table provides for an average class size of 39.

Active Enrollment			Number of Teachers	Active Enrollment			Number of Teachers
From		To		From		To	
1	-	39	1	1,405	-	1,443	37
40	-	78	2	1,444	-	1,482	38
79	-	117	3	1,483	-	1,521	39
118	-	156	4	1,522	-	1,560	40
157	-	195	5	1,561	-	1,599	41
196	-	234	6	1,600	-	1,638	42
235	-	273	7	1,639	-	1,677	43
274	-	312	8	1,678	-	1,716	44
313	-	351	9	1,717	-	1,755	45
352	-	390	10	1,756	-	1,794	46
391	-	429	11	1,795	-	1,833	47
430	-	468	12	1,834	-	1,872	48
469	-	507	13	1,873	-	1,911	49
508	-	546	14	1,912	-	1,950	50
547	-	585	15	1,951	-	1,989	51
586	-	624	16	1,990	-	2,028	52
625	-	663	17	2,029	-	2,067	53
664	-	702	18	2,068	-	2,106	54
703	-	741	19	2,107	-	2,145	55
742	-	780	20	2,146	-	2,184	56
781	-	819	21	2,185	-	2,223	57
820	-	858	22	2,224	-	2,262	58
859	-	897	23	2,263	-	2,301	59
898	-	936	24	2,302	-	2,340	60
937	-	975	25	2,341	-	2,379	61
976	-	1,014	26	2,380	-	2,418	62
1,015	-	1,053	27	2,419	-	2,457	63
1,054	-	1,092	28	2,458	-	2,496	64
1,093	-	1,131	29	2,497	-	2,535	65
1,132	-	1,170	30	2,536	-	2,574	66
1,171	-	1,209	31	2,575	-	2,613	67
1,210	-	1,248	32	2,614	-	2,652	68
1,249	-	1,287	33	2,653	-	2,691	69
1,288	-	1,326	34	2,692	-	2,730	70
1,327	-	1,365	35	2,731	-	2,769	71
1,366	-	1,404	36	2,770	-	2,808	72

## Appendix A - Special Education

Optimum Class/Caseload Norms (a)

Class/Caseload Categories	SERVICE SITES			
	Regular School	Special School	Through 8 Years	9 Years and above
<b>SPECIAL DAY CLASSES</b>				
Autism (AUT)	x	x	6	6
Visually Impaired (VI)	x	x	8	10
Deaf/Blind (DBL)		x	3	5
Deaf/Hard of Hearing (DHH)	x	x	6-8	8-10
Multiple Disability Severe (MDS)		x	10	10
Mental Retardation Moderate (MRM)	x		12 or 14*	12 or 14*
Specific Learning Disability (SLD)	x	x	12	12
Multiple Disability (MD)	x	x	6	8
Noncategorical	x	x	8	12
Orthopedic/Other Health Impaired (OI)	x	x	12	16
Emotional Disturbance (ED)	x	x	8	8
Aphasia (APH)	x		6	8 or 10**
Teleteaching (TEL)	n/a	n/a	20	20
Mental Retardation Severe (MRS)		x	12	12
RESOURCE SPECIALIST PROGRAM	x			24-28
<b>DESIGNATED INSTRUCTION AND SERVICES</b>				
Adapted Physical Education (APE)	x	x		70
Audiology	x	x		115
Counseling	x	x		22
Deaf/Hard of Hearing (DHH)	x	x		12
Home Hospital	n/a	n/a		10
Language and Speech (LAS)	x	x		55
Orientation & Mobility Instruct. for VI	x	x		12
Visually Impaired (VI)	x	x		12
Vocational Education for the Handicapped	x	x		75

\*12 if a 4 year age span    \*\*10 if a secondary level aphasia class

(a) If optimum class norm is exceeded by two for a temporary period of time which exceeds one month, a referral may be made to the Support Unit Administrator who may contact the Executive Director, Special Education, for assistance.

(b) Maximum age is to high school completion or to 22 years of age. Pupils who have not met their prescribed course of study or regular or differential proficiency standards may remain in school through age 21. Any pupil who becomes 22 while participating in a program may continue participation for the remainder of the then current school year.