1. **FULL TIME EQUIVALENT STUDENTS TO TEACHER RATIOS**

Allocations for students with disabilities will be based upon contact hours of instruction and/or time with non-disabled peers. General education in-class support and services for students with disabilities will be based on their individual education plans (IEPs) as reflected in their matrix.

<table>
<thead>
<tr>
<th>Exceptionality</th>
<th>Full Time Equivalent Student To Teacher Ratios</th>
<th>Teacher plus Paraprofessional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educable Mentally Handicapped</td>
<td>11.97</td>
<td></td>
</tr>
<tr>
<td>Emotionally Handicapped</td>
<td>7.62</td>
<td>11.43</td>
</tr>
<tr>
<td>Gifted</td>
<td>15.41</td>
<td></td>
</tr>
<tr>
<td>Hearing Impaired</td>
<td>6.42</td>
<td></td>
</tr>
<tr>
<td>Home-Hospital Instruction</td>
<td>1.44</td>
<td></td>
</tr>
<tr>
<td>Physically Impaired</td>
<td>7.67</td>
<td>11.51</td>
</tr>
<tr>
<td>Physical Therapy and Occupational</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Therapy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-school Handicapped</td>
<td>5.67 (max.)</td>
<td>8.50</td>
</tr>
<tr>
<td>Profoundly Handicapped</td>
<td>4.40</td>
<td>6.60</td>
</tr>
<tr>
<td>Specific Learning Disabilities</td>
<td>14.86</td>
<td></td>
</tr>
<tr>
<td>Speech and Language Impaired</td>
<td>2.76</td>
<td></td>
</tr>
<tr>
<td>Trainable Mentally Handicapped</td>
<td>8.07</td>
<td>12.11</td>
</tr>
<tr>
<td>Visually Impaired</td>
<td>5.00</td>
<td></td>
</tr>
<tr>
<td>Vocational Handicapped</td>
<td>9.51</td>
<td></td>
</tr>
</tbody>
</table>
2. PHYSICAL EDUCATION TEACHER POSITIONS

Adaptive physical education teacher positions have been allocated to various Regional Center schools to provide programs for exceptional students. The appropriation is made based on the estimated FTE and individual educational plans for the physically impaired, trainable mentally handicapped, hearing impaired, visually handicapped, emotionally handicapped and profoundly handicapped divided by the teacher ratio for the previous year. Determination of school placement of these positions is to be made by the Office of Special Education, Alternative Outreach and Psychological Services in cooperation with the Regional Centers.

3. ART THERAPISTS FOR SED CLASSES

Art therapists are assigned by the Office of Special Education, Alternative Outreach and Psychological Services to provide services to programs for the severely emotionally disturbed. These positions are not FTE generated. Allocations are provided under Individuals with Disabilities Education Act Fund.

4. PROGRAM SPECIALISTS (Job Code 0919)

This allocation is funded from the Individuals with Disabilities Education Act grant. Allocations are based on disability student membership.

5. EXTRA TEACHING PERIOD SUPPLEMENT CREDIT - ESE AND VOCATIONAL HANDICAPPED

A limited number of extra teaching period supplements are available for ESE teachers and vocational teachers who are assigned an extra class. These classes must be comprised of exceptional students only with the exception of the inclusion supplement (code 832) allocated for secondary extra-period classes for general education and disabled students. Requests for this allocation are submitted for approval by the Regional Center to the Office of Special Education, Alternative Outreach and Psychological Services or the Office of School Operations.

NOTE: When teachers are assigned to a sixth period class, appropriate certification in the subject/class which they are teaching is required unless a current waiver has been granted by the Office of Human Resources.

6. PART-TIME EXCEPTIONAL STUDENT BASIC TEACHER ADJUSTMENT

Elementary schools with 30 or more part-time exceptional student FTE (excluding Speech, PT/OT and gifted students instructed in a self-contained model) will be allocated an additional full-time basic teacher position. The allocation will be based upon FTE data in the February Survey of the year prior to operation, with a review of the exceptional student membership (excluding self-contained gifted students) as of September 2 of the operating year. Upon the completion of the review of the September 2 (based on contact hours) data, adjustments will be made for increases only.
7. MATERIAL, EQUIPMENT AND SUPPLIES ALLOCATION (5217 - 6840 - 5510)

Schools (except exceptional student education schools) receive MESA funds based on the formula $41.39 \times \text{exceptional student education FTE (based on contact hours)}, \text{excluding itinerant Vision and Speech. MESA funds for itinerant Vision and Speech are allocated to the Regional Centers.}

This allocation will be based upon FTE data in the February Survey of the year prior to operation, with a review of the FTE data as of September 2 of the operating year.

8. ONE-TO-ONE UNIT ALLOCATIONS

One-to-one unit allocations are based on unique individualized needs of students as determined by the Individualized Educational Plan Committee, and are reviewed by the Regional Center. They are closely monitored and reviewed annually. These positions will be funded under Individuals with Disabilities Education Act during the 2005-06 school year.

9. EXCEPTIONAL STUDENT EDUCATION TEACHER/PARAPROFESSIONAL ALLOCATIONS

The allocation formulas (see first page of this section) indicate the current full-time equivalent students to teacher ratios for the exceptional student programs countywide. The allocation for teacher units will be distributed by the Office of Special Education, Alternative Outreach and Psychological Services to the Regional Centers based on FTE figures. Units to be distributed may not exceed the total budgeted positions.

The assignment of paraprofessionals is also based upon formula. When the FTE reaches one half above each whole teacher unit, a paraprofessional may be assigned if the Regional Center determines there is a need for assistance in a particular class setting.

10. SECRETARIAL ASSISTANCE

The allocation to large ESE centers is being shifted from the General Fund to the Individuals with Disabilities Education Act grant and has been removed from the CASAS. In addition, the allocation criterion is being change from teacher units to disability student membership.
11. LIBRARY MEDIA CENTER ASSISTANT

Large exceptional student center elementary schools which do not generate a library/media assistant by formula will be allocated one library media center assistant, pay grade 17 (10 month):

0101 Arcola Lake Elem.  3301 Miami Park Elem.
0441 Blue Lakes Elem.   3821 North County Elem.
0641 Bunche Park Elem.  4001 Norwood Elem.
0761 Fienberg/Fisher Elem.  4221 Palmetto Elem.
0771 William A. Chapman Elem.  4501 Poinciana Park Elem.
1521 Amelia Earhart Elem.  4881 Scott Lake Elem.
2021 Gloria Floyd Elem.   5521 Tropical Elem.
2321 Gulfstream Elem.    5791 West Homestead Elem.
2341 Joe Hall Elem.

The allocation will be based upon FTE data in the February Survey of the year prior to operation, with a review of the FTE data as of September 2 of the operating year. Upon the completion of the review of the September FTE data, adjustments will be made for increases only.

12. GIFTED PROGRAM

a. ELEMENTARY PART-TIME GIFTED PROGRAM

One (1) gifted teacher will be allocated for every 13.41 FTE. Gifted funding will be provided for a maximum of 12 hours per week of instruction. Each teacher of the gifted will serve approximately two groups of 16 to 32 students depending on the contact hours per week. The following formula is used to calculate the maximum gifted teacher units generated by a school:

Number of gifted students x .48 FTE* = Total gifted FTE
Total gifted FTE ÷ 13.41 = gifted unit allocation

* Represents twelve (12) hours (maximum) per week divided by twenty-five (25) hours. If less than twelve (12) hours, percentage will result in a lower factor.
b. ELEMENTARY FULL-TIME GIFTED PROGRAM

The minimum number necessary to generate a gifted teacher unit is thirty-two (32) students. Gifted funding will be provided for a maximum of 12 hours per week of instruction. The funding source for the remaining 13 hours per week is through basic FTE. It should be noted that for every three gifted teachers, one basic teacher must be utilized for the gifted program.

c. SECONDARY GIFTED PROGRAM

One (1) gifted teacher will be allocated for every 15.41 FTE (based on contact hours). Gifted funding will be provided for a maximum of 12 hours per week of instruction. Secondary schools may schedule students for more than 12 hours per week of gifted instruction; however, all contact hours above 12 will generate basic funding. The following formula is used to calculate the maximum gifted teacher units generated by a secondary school:

\[
\text{Number of gifted students} \times .48 \text{ FTE}^* = \text{Total gifted FTE} \\
\text{Total gifted FTE} / 15.41 = \text{gifted unit allocation} \\
\text{(multiply times 5 to convert units to supplements)}
\]

* Represents 12 hours (maximum) per week divided by 25 hours. If less than 12 hours, percentage will result in a lower factor.

d. GIFTED CLERKS - ELEMENTARY SCHOOLS

The gifted clerical allocation for elementary schools will be based on gifted membership and/or the number of gifted teacher allocations. Schools housing three or more gifted teachers will be allocated a full-time clerk and the remaining schools will be allocated hourly dollars based on gifted membership.

e. GIFTED – MATERIAL, EQUIPMENT AND SUPPLIES ALLOCATION (5214 – 6790 – 5510)

Schools receive MESA funds at the rate of $41.39 per gifted FTE from the February Survey of the year prior to operation, with a review of the FTE data as of September 2 of the operating year.