

Interoffice Memo

The Glenbrook High Schools

TO: Mike Riggle
FROM: George Tuttle
RE: FY 11 Special Education FTE Recommendation
DATE: 4/22/10

I've reviewed the special education course registrations and the total number of special education students anticipated for the 2010-2011 school year in order to determine staffing requirements and make a recommendation for special education programming next year. In addition, I've met with both district office staff and building principals and I/S's to verify the need and discuss the impact of the recent MoU's pertaining to special education matters. **Due to an increase in the number of special education students at both schools for next year I am recommending an increase of .8 FTE staff that represents a 1.3% increase overall.** The breakdown is as follows:

Total FY10 Special Education Staff	61.2 FTE
Course sectioning (teaching)	.7 FTE
Transition Teacher	<u>.1 FTE</u>
TOTAL FY11 RECOMMENDATION	62.0 FTE

Course Sectioning – The increased number of special education student registrations based on the actual course requests processed by GBN and GBS registrars and case management requirements, indicate a need for additional staff. The **.7 FTE** increase recommendation above reflects our best estimate to meet this staffing need.

Transition Teacher – We will have an additional two students participating in our transition program next year that will require an additional **.1 FTE** teacher time for this need. It is important to point out that this program is funded through our IDEA grant and it's FTE salary requirement (recommended to be 1.5 FTE total) for next year is completely funded through this grant. Further, this grant will be received at 100% of our projected needs and will not be subject to the anticipated appropriations losses of other grants.