

Interoffice Memo

The Glenbrook High Schools

TO: Mike Riggle
FROM: Jennifer Pearson
RE: FY15 Special Education FTE Recommendation
DATE: 4/22/14

I've reviewed the special education course registrations resulting from articulations and the total number of special education students anticipated for the 2014-2015 school year in order to determine staffing requirements and make a recommendation for special education programming next year. In addition, I've met with district office staff, building administrators, and Instructional Supervisors to verify the need and discuss the impact of the Memorandum of Understanding pertaining to special education matters.

Special Education Teacher FTE

Glenbrook North, Glenbrook Off-Campus, and Glenbrook Transition special education enrollment remains constant. No additional teacher FTE is being recommended for those departments. Glenbrook South has an increase of 33 students identified with disabilities. The increase is primarily due to the number of incoming freshmen identified with disabilities compared to exiting seniors. Given case management load, an increase of 1.6 FTE is required.

Speech and Language Services FTE

Next, we have seen a growing number of students and minutes for speech and language services, as required by the IEP. For instance, at GBN, we have 21 incoming freshman with mandated speech and language services on their IEP. Overall, at GBN, we will have 56 students with speech and language minutes. At GBS, 85 students require speech and language services. GBOC and Transition combined equate to another 24 students. A maximum caseload is 60 students per therapist. Taking into consideration caseload and service minutes, I am recommending an increase of 0.6 FTE.

School Social Worker/Psychologist FTE

Finally, two factors are impacting recommendations for increased School Social Work/Psychology services. First, at Glenbrook South, we have an overall projected increase of 17% in special education counseling minutes for 9th-12th graders from FY14 to FY15. This is partly attributed to overall student population growth and partially due to increased student need. The calculation of FTE is based off of the Glenbrook Social Worker/Psychologist MOU developed as part of the state-mandated workload model. Direct service minutes as well as "unscheduled time" as defined by the negotiations agreement are factored into the calculation. There is a need for a 0.6 FTE increase in Special Education School Social Worker/Psychologist staffing at GBS.

Second, I am recommending 0.4 FTE to be allocated to transition services. Even with increased numbers in transition last year, we did not bring forth a request for counseling FTE. We attempted to make efficiencies by utilizing building-based staff; however, all three buildings expressed concerns regarding the amount of time transition needs outside of the building are impacting their staffing. In FY14, the counseling-related needs at transition equated to a 0.4 FTE. Given the stable enrollment between FY14 and FY15, I am recommending 0.4 FTE, specifically for staffing transition.

In summary, the breakdown is as follows:

Total 2013-2014 Special Education Staff	62.2 FTE
Special Education Teacher	+1.6 FTE (GBS)
Speech Pathologist	+0.6 FTE (District-wide)
Psyc/SW Staff	+0.6 FTE (GBS)
Psyc/SW Staff	<u>+0.4 FTE (Transition)</u>
TOTAL 2014-2015 RECOMMENDATION	65.4 FTE (Increase of 3.2 FTE)