

**ORANGE COUNTY  
BOARD OF EDUCATION  
AGENDA ITEM ABSTRACT**

**Meeting Date: January 13, 2014**

**AGENDA ITEM No. 14-01-12**

**ACTION ITEM: (Y/N) Y**

**SUBJECT: School Administration Allotment Formulas**

**INFO. CONTACT Dr. Marcie Holland**

**PHONE: 919-732-8126**

**ATTACHMENT:** 1. Business Case presented in the 2013-2014 Budget Information  
2. State projected enrollment  
3. State allotment information – Revision 012  
4. Orange County Schools' Current School-Based Administrator Positions

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**PURPOSE:** The purpose of this item is to provide the Board of Education an opportunity to hear about and discuss the school-based administration allotment formulas and consider a request for an additional assistant principal position at A.L. Stanback Middle School.

**BACKGROUND:** At the October 14, 2013, Board of Education meeting, a recommendation was made to add an assistant principal position at A.L. Stanback Middle School. The contributing factors leading to the request include:

1. Increased enrollment – The current enrollment is comparable to that of C.W. Stanford Middle School.
2. District Exceptional Children's Program – A.L. Stanback Middle School currently houses the district's middle school exceptional children's program. Currently, there are 120 students identified in the exceptional children's program, compared to 79 at C.W. Stanford Middle and 89 at Gravelly Hill Middle. The district's middle school autism and severe/profound classes are based at A.L. Stanback.
3. Increase in Second Language Learners (ESL/LEP) students – There are 60 ESL/LEP students with varying English language needs at A.L. Stanback, compared to 7 at C.W. Stanford Middle and 15 at Gravelly Hill Middle.
4. Additional responsibilities – All schools have assumed additional responsibilities with the implementation of the 1:1 Laptop Initiative. This responsibility has rested with at least one assistant principal in each building being designated as the "Tech AP." Also, based on recent legislation, an assistant principal in each building has assumed primary leadership responsibilities for testing.

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**Budgetary Information**

**State's formula for allotments:** 1 Principal per school (12 months of employment each);  
1 additional month of employment (MOE) for each 98.53 in ADM (students)

(projected at 7,420; divided by 98.53 = 75.3 or 76 MOE)

**2013-14 Allotment:** 232 months of employment (MOE)

Principals: 13 x 12 moe = 156 MOE

Assistant Principals: 16 x 11 = 176 MOE

Total Local MOE provided currently: 100

Average salary (plus benefits) for assistant principals: \$6,473 per month

continued

On October 14, 2013, the minutes of the Board meeting reflect that the Board agreed to the "funds [being] allocated but to be held until an analysis can be completed and an allotment formula developed." Based on that decision, this information is being presented to support that request as well as to get Board input and approval for an allotment formula for assistant principal positions in the district. Prior to this request, the district has not implemented an allotment formula for administrative positions. Three proposed formulas are being presented for Board consideration.

Option 1:

- Elementary Schools – 0-749 students = 1 assistant principal; 750+ students = 2 assistant principals
- Middle Schools – 0-599 students = 1 assistant principal; 600+ students = 2 assistant principals
- High Schools – 0-799 = 1 assistant principal; 800-1,199 = 2 assistant principals; 1,200 – 1,799 = 3 assistant principals; 1,800+ = 4 assistant principals

Option 2:

- Elementary Schools – 0-749 students = 1 assistant principal; 750+ students = 2 assistant principals
- Middle Schools – 0-599 students = 1 assistant principal; 600 – 749 = 1.5 assistant principals; 750+ students = 2 assistant principals
- High Schools – 0-749 = 1 assistant principal; 750 -1,199 = 1.5 assistant principals; 1,200 – 1,499 = 2 assistant principals; 1,500 – 1,799 = 2.5 assistant principals; 1,800 – 1,999 = 3 assistant principals; 2,000+ = 4 assistant principals

Option 3:

- Elementary Schools – 0-749 students = 1 assistant principal; 750+ students = 2 assistant principals
- Middle Schools – 0-599 students = 1 assistant principal; 600 – 749 = 1.5 assistant principals; 750+ students = 2 assistant principals
- High Schools – 0-799 = 1 assistant principal; 800-1,199 = 2 assistant principals; 1,200 – 1,799 = 3 assistant principals; 1,800+ = 4 assistant principals

Each option is outlined in attached documents with respect to the impact at each school site based on current student numbers. Once an allotment formula is selected by the Board, a decision will need to be made regarding next steps in making adjustments, assuming any are necessary.

**FINANCIAL IMPACT:** The current average cost per month (salary and benefits) for an assistant principal position in Orange County Schools is \$6,473.00. As each assistant principal is currently an 11-month employee, the potential cost for this additional position is \$71,203.00.

**RECOMMENDATION:** The Superintendent recommends the Board of Education approve an allotment formula and direct staff to adjust staffing as necessary based on the selected formula.



**Initiative:**

Additional Assistant Principal positions

**Implementation Timeline and Budget Needed**

2013-2014	Amount	Notes
AL Stanback	\$ 81,000	Recurring cost

**Expected Results**

Increased supervision of students, balanced management of school operations

**Evidence or Reasoning for this Recommendation**

An assistant principal is needed at AL Stanback Middle School immediately for the following reasons:

1. Increased student enrollment/membership
2. District exceptional children's programs
3. Increased responsibilities for technology, the testing program, and employee evaluations



**Public Schools of North Carolina**  
**North Carolina Department of Public Instruction**

**State Planning Allotment - Fiscal Year 2012-13**  
**ADM**

Enter LEA#

**680**

**Orange County**

	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BETTER OF(2)</u>
KINDERGARTE	572	582	582
GRADE 1	579	592	592
GRADE 2	510	609	609
GRADE 3	574	523	523
GRADE 4	599	585	585
GRADE 5	527	595	595
GRADE 6	553	537	537
GRADE 7	561	562	562
GRADE 8	584	576	576
GRADE 9	641	660	660
GRADE 10	591	576	576
GRADE 11	516	579	579
GRADE 12	533	444	444
<b>TOTAL</b>	<b>7,340</b>	<b>7,420</b>	<b>7,420</b>

DEPARTMENT OF PUBLIC INSTRUCTION  
 DIVISION OF SCHOOL BUSINESS SERVICES  
 BUDGET ALLOTMENT REVISION--PUBLIC SCHOOLS  
 FISCAL YEAR 2013-2014 REVISION DATE: 103013  
 SYSTEM REVISION #: 012  
 RPT: ALTARPO2 RUN: 10/30/13

680  
 Orange County Schools  
 200 E King St  
 Hillsborough, North Carolina 27278

| -CURRENT ALLOTMENT REVISION- | | --- TOTAL REVISED ALLOTMENT --- |

	UCA3	GRANT YEAR	POS	MOE	REVISION AMT	POS	MOE	Y-T-D- ALLOTMENT
CLASSROOM TEACHERS	XXXX-001-XXX	N/A				327.93		19,376,723.00
CENTRAL OFFICE ADMINISTRATION	XXXX-002-XXX	N/A						705,199.00
NON-INSTRUCTIONAL SUPPORT PERSONNEL	XXXX-003-XXX	N/A						1,743,638.00
SCHOOL BUILDING ADMINISTRATION	XXXX-005-XXX	N/A					232.00	1,552,264.00
INSTRUCTIONAL SUPPORT	XXXX-007-XXX	N/A				34.88		2,292,429.00
CAREER AND TECHNICAL EDU-MONTHS OF EMPLO	XXX0-013-XXX	N/A					373.75	2,220,823.00
CAREER AND TECHNICAL EDU-PROGRAM SUPPORT	XXX0-014-XXX	N/A						108,872.00
DISADVANTAGED STUDENTS SUPPLEMENTAL FUND	XXXX-024-XXX	N/A						217,014.00
INDIAN GAMING FUND	XXXX-025-XXX	N/A						12,392.00
TEACHER ASSISTANTS	XXXX-027-XXX	N/A						2,192,704.00
BEHAVIORAL SUPPORT (WILLIE M.)	XXX0-029-XXX	N/A						62,218.00
CHILDREN WITH SPECIAL NEEDS	XXXX-032-XXX	N/A			-12,664.00			3,803,893.00
ACADEMICALLY & INTELLECTUALLY GIFTED	XXXX-034-XXX	N/A						369,949.00
LIMITED ENGLISH (LEP)	XXXX-054-XXX	N/A						334,925.00
TRANSPORTATION	6XXX-056-XXX	N/A						2,330,760.00
CLASSROOM MATERIAL, INSTR SUPPLIES, EQUI	XXX0-061-XXX	N/A						216,934.00
SPECIAL PROGRAM FUNDS - EC	XXXX-063-XXX	N/A						18,284.00
ASSISTANT PRINCIPAL INTERNS-MSA	XXXX-067-XXX	N/A						82,416.00
AT-RISK STUDENT SER/ALTERNATIVE SCHOOLS	XXXX-069-XXX	N/A						1,549,287.00
SCHOOL CONNECTIVITY	XXXX-073-XXX	N/A			54,975.00			54,975.00
SPECIAL POSITION ALLOTMENT	XXXX-096-XXX	N/A				1.20		66,655.00
STATE PUBLIC SCHOOL FUND					42,311.00	364.01	605.75	39,312,354.00
CAREER AND TECHNICAL EDU-PROGRAM IMPROVE	PRC 017	2014						74,723.00
		2013						417.00
IDEA PRESCHOOL	PRC 049	2014						49,532.00

**Current School-Based Administrator Positions and  
Option 1 Allotment Formula Proposal**

**DRAFT**

Schools	Sept. 16, 2013 (10th day)	Asst Prin	Proposed
Cameron Park E	658	1	1
Central E	344	1	1
Efland-Cheeks E	454	1	1
Grady A Brown E	447	1	1
Hillsborough E	457	1	1
New Hope E	651	1	1
Pathways E	419	1	1
AL Stanback M	633	1	2
CW Stanford M	635	2	2
Gravelly Hill M	480	1	1
Cedar Ridge H	1139	2	2
Orange H	1280	3	3
Partnership Acad	15		
<b>Totals</b>	<b>7612</b>	<b>16</b>	<b>17</b>

Notes that impact administrative needs

District Exceptional Children's programs

District Exceptional Children's programs

**Budgetary Information**

**State's formula for allotments:** 1 Principal per school (12 months of employment each);  
1 additional month of employment (MOE) for each 98.53 in ADM (students)  
(projected at 7,420; divided by 98.53 = 75.3 or 76 MOE)

**2013-14 Allotment:** 232 months of employment (MOE)

Principals: 13 x 12 moe = 156 MOE

Assistant Principals: 16 x 11 = 176 MOE

Total Local MOE provided currently: 100

Average salary (plus benefits) for assistant principals: \$6,473 per month

**Current School-Based Administrator Positions and  
Option 2 Allotment Formula Proposal**

**DRAFT**

Schools	Sept. 16, 2013 (10th day)	Asst Prin	Proposed	Notes that impact administrative needs
Cameron Park E	658	1	1	
Central E	344	1	1	
Efland-Cheeks E	454	1	1	
Grady A Brown E	447	1	1	
Hillsborough E	457	1	1	
New Hope E	651	1	1	
Pathways E	419	1	1	
AL Stanback M	633	1	1.5	District Exceptional Children's programs
CW Stanford M	635	2	1.5	
Gravelly Hill M	480	1	1	
Cedar Ridge H	1139	2	1.5	
Orange H	1280	3	2	District Exceptional Children's programs
Partnership Acad	15			
<b>Totals</b>	7612	16	14.5	

**Budgetary Information**

**State's formula for allotments:** 1 Principal per school (12 months of employment each);  
1 additional month of employment (MOE) for each 98.53 in ADM (students)  
(projected at 7,420; divided by 98.53 = 75.3 or 76 MOE)

**2013-14 Allotment:** 232 months of employment (MOE)

Principals: 13 x 12 moe = 156 MOE

Assistant Principals: 14.5 x 11 = 159.5 MOE

Total Local MOE: 83.5

Average salary (plus benefits) for assistant principals: \$6,473 per month

**Current School-Based Administrator Positions and  
Option 3 Allotment Formula Proposal**

Schools	Sept. 16, 2013 (10th day)	Asst Prin	Proposed	Notes that impact administrative needs
Cameron Park E	658	1	1	
Central E	344	1	1	
Efland-Cheeks E	454	1	1	
Grady A Brown E	447	1	1	
Hillsborough E	457	1	1	
New Hope E	651	1	1	
Pathways E	419	1	1	
AL Stanback M	633	1	1.5	District Exceptional Children's programs
CW Stanford M	635	2	1.5	
Gravelly Hill M	480	1	1	
Cedar Ridge H	1139	2	2	
Orange H	1280	3	3	District Exceptional Children's programs
Partnership Acad	15			
<b>Totals</b>	7612	16	16	

**Budgetary Information**

**State's formula for allotments:** 1 Principal per school (12 months of employment each);  
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**2013-14 Allotment:** 232 months of employment (MOE)

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Assistant Principals: 16 x 11 = 176 MOE

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Average salary (plus benefits) for assistant principals: \$6,473 per month