

FY 2022

# DCPS Comprehensive Staffing Model - Elementary School

This Comprehensive Staffing Model shows how Elementary schools receive funding based on projected student enrollment and other key factors. The model ensures that every school has certain resources that are needed for the school to operate, and it also provides school leaders with the flexibility to staff their school in ways that support the school's unique goals.

## Legend:

- L1 **Required** - Rarely flexible - any shift in the allocation will maintain the intended purpose of the original allocation. (Level 1)
- L2 **Flexible with Petition** - Principals may petition to repurpose the allocation and must demonstrate how they will meet related programmatic requirements, as applicable. (Level 2)
- L3 **Flexible** - These allocations are optional and may be budgeted at the principal's discretion. (Level 3)

## School Leadership

L1	<b>School Principal</b>	Every school receives 1 principal.
L3	<b>Assistant Principal</b>	At 300 students, schools begin receiving funding for an assistant principal as a proportional allocation based on the ratio of 1 to 400. At 400 students a school is allocated funding for 1 assistant principal. A school with more than 400 students receives the proportional allocation to their enrollment.

## K-5 General Education

L2	<b>Kindergarten–5th Grade Classroom Teacher</b>	Allocation is based on the projected number of elementary classes. Each class receives 1 full-time teacher.
L2	<b>Kindergarten Instructional Aide</b>	Each kindergarten class receives 1 full-time aide.

## Early Childhood

	Allocation is based on the established number of early childhood classes to be offered. Each class receives 1 full-time teacher and 1 full-time aide.
L1 <b>PK3, PK4, and Mixed Age Instructional Aide</b>	

## Related Arts

<b>Physical Education/ Health Teacher</b>	Positions are allocated as a single allocation. Schools with:
<b>Art Teacher</b>	<ul style="list-style-type: none"> <li>Fewer than 400 students receive 3 related arts teachers;</li> </ul>
L2 <b>Music Teacher</b>	<ul style="list-style-type: none"> <li>Between 400 and 599 students receive 4.5 related arts teachers;</li> </ul>
<b>World Language Teacher (Optional)</b>	<ul style="list-style-type: none"> <li>600 or more students receive 5.5 related arts teachers.</li> </ul>

## English Learners (EL)

L1 <b>EL Teacher</b>	Schools receive 1 EL Teacher for every 22 EL students. Schools with less than 11 students receive an allocation for Itinerant EL Teacher services.
L1 <b>EL Instructional Aide</b>	Schools receive 1 EL instructional aide for every 50 Level 1 EL students.
L2 <b>EL Bilingual Counselor</b>	Schools receive 1 EL bilingual counselor for every 100 EL students.

## Special Education

L1 <b>Special Education Teachers – Inclusion/Resource</b>	<p>Allocation is based on the hours of specialized instruction on students' Individualized Education Programs (IEPs) and the setting in which instruction is to be provided. Schools receive:</p> <ul style="list-style-type: none"> <li>1 Special Education teacher for every 15 students with fewer than 11 hours per week inside of the general education setting;</li> <li>1 Special Education teacher for every 12 students with 11 or more hours per week</li> </ul>
---	--

	<b>Inclusion/Resource</b>	<p>inside of the general education setting;</p> <ul style="list-style-type: none"> <li>1 Special Education teacher for every 24 students with fewer than 11 hours per week outside of the general education setting;</li> <li>1 Special Education teacher for every 12 students with 11 or more hours per week outside of the general education setting.</li> </ul>
L1	<b>Special Education Teachers – Specialized Programs</b>	Schools with full-time specialized programs are allocated 1 Special Education teacher per class.
L1	<b>Special Education Instructional Aides</b>	<ul style="list-style-type: none"> <li>Schools with specialized full-time programs are allocated 1 Special Education Instructional Aide per class except for Communication &amp; Education Support programs which are allocated 2 Special Education Instructional Aides per class.</li> <li>Schools in ADA-compliant buildings with a disproportionate number of students with physical disabilities and needs in Early Learning Support classrooms are allocated 1 additional Special Education Instructional Aide.</li> </ul>
L1	<b>Behavior Technicians (BES Classroom)</b>	Behavior & Education Support programs are allocated 1 Behavior Technician per class.
L1	<b>Board Certified Behavior Analysts</b>	Schools with least 4 Communication & Education Support classrooms and/or a high percentage of students with ASD Level 1 and 2 in the overall student population are allocated 1 Board Certified Behavior Analyst.

### Schoolwide Instructional Support

L2	<b>Instructional Coach</b>	Every school receives 1 instructional coach.
L2	<b>School Librarian</b>	<ul style="list-style-type: none"> <li>Schools with fewer than 300 students receive a 0.5 part-time school librarian.</li> <li>Schools with 300 or more students receive 1 full-time school librarian.</li> </ul>

## Social-Emotional Positions

<p><b>Social Worker</b></p> <p>L1 <b>Psychologist</b></p>	<p>Allocations are based on a formula that incorporates multiple variables to estimate the number of providers needed to effectively provide services at each school. The formula considers:</p> <ul style="list-style-type: none"> <li>• Assessments (functional behavior, social history, and psychological) completed during the past school year;</li> <li>• Students with Response to Intervention (RTI) Plans;</li> <li>• Manifestation Determination meetings held during the past school year;</li> <li>• Individualized Education Program (IEP) meetings held during the past school year;</li> <li>• Prescribed Behavior Support Service (BSS) hours in IEPs and 504 Plans;</li> <li>• Other discipline specific factors.</li> </ul>
---	--

## Custodial And Administrative Guidance

<p>L2 <b>Custodial Foreman and Custodial Staff</b></p>	<ul style="list-style-type: none"> <li>• 1 Foreman</li> <li>• 1 RW-5</li> <li>• Base of 1 RW-3</li> <li>• Additional RW-3s based on enrollment:             <ul style="list-style-type: none"> <li>– 1 additional to the base if over 300</li> <li>– 2 additional to the base if over 500</li> </ul> </li> <li>• Additional RW-3s based on building size:             <ul style="list-style-type: none"> <li>– 1 additional to the base at 100,000 square feet and 1 additional for every 50,000 square feet on top of that (2 additional to the base at 150,000 square feet etc.)</li> </ul> </li> </ul>
<p>L3 <b>Business Manager</b></p>	<ul style="list-style-type: none"> <li>• Schools with fewer than 300 students receive funding for a 0.5 part-time business manager.</li> </ul>

	<ul style="list-style-type: none"> <li>Schools with 300 or more students receive funding for 1 full-time business manager</li> </ul>
L3 <b>Administrative Aide</b>	Every school receives funding for 1 administrative aide.
L3 <b>Clerk</b>	Schools receive funding for 1 clerk for every 400 students. Schools with enrollment greater than 400 students receive a clerk allocation proportional to projected enrollment.

### Additional Programming – Not At All Schools

L2 <b>Schoolwide Enrichment Model (SEM) Coordinator</b>	Schools participating in the SEM program receive 1 full-time SEM coordinator.
L1 <b>International Baccalaureate (IB) Coordinator</b>	Candidate schools and schools continuing their authorized IB program receive 1 full-time IB coordinator.
L1 <b>Afterschool Funding</b>	<p>Title I schools part of the DCPS afterschool program receive an allocation of administrative premium that is funded by both the 21st Century grant and local funding. The total allocation is based on the number of staff needed to support the number of students at each site.</p> <p>Allocated afterschool roles include:</p> <ul style="list-style-type: none"> <li>Afterschool teacher</li> <li>Afterschool paraprofessional</li> <li>Afterschool site leader</li> </ul>
L2 <b>Global Studies Coordinator</b>	Schools that are part of the global studies program receive an allocation of 1 global studies coordinator.

**Address:** District of Columbia Public Schools  
 (<https://www.google.com/maps/place/1200+First+St+NE,+Washington,+DC+20002,+%D0%A1%D0%A8%D0%90/@38.9060143,-77.006456,20z/data=!4m5!3m4!1s0x89b7b81ee63911dd:0xec77.0063357>)  
 1200 First Street NE  
 Washington, DC 20002  
 (<https://www.google.com/maps/place/1200+First+St+NE,+Washington,+DC+20002,+%D0%A1%D0%A8%D0%90/@38.9060143,-77.006456,20z/data=!4m5!3m4!1s0x89b7b81ee63911dd:0xec77.0063357>)

**Phone:** (202) 442-5885 (tel:2024425885)



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

(<https://dcps.dc.gov/>)



GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURIEL BOWSER, MAYOR

(<https://mayor.dc.gov/>)

