

**Oklahoma City Public Schools  
FY2015 High School Staffing Guidelines**

Formula Allocations	Class Size		Teacher Load		After 10/1/14 (Increase by 10%)
High School	Target	Not To Exceed	Target	Not To Exceed	Not To Exceed
Priority School	25	26	125	130	143
Non-Priority School	28	28	140	140	154

Special Allocations	High School
ISS Teacher	1 Per School
MS Small School Adjustment	Enrollment < 450 = 2 Teacher
HS Small School Adjustment	Enrollment < 450 = 3 Teacher
MS/HS Configuration	1 Per School
Superintendent Allocation	Allocation as assigned

Support Staff	Enrollment/Guidelines				
<b>Enrollment</b>		<b>1-450</b>	<b>451-900</b>	<b>901-1350</b>	<b>1351-1800</b>
Assistant Principal		2.0	3.0	4.0	5.0
Assistant Principal (Application School)		1.0	2.0	3.0	4.0
Counselor	<b>1 Counselor serves 450 students</b>				
Counselor Assistant	0.5				
<b>Enrollment</b>	<b>1-300</b>	<b>301-499</b>	<b>500-999</b>	<b>1000-1499</b>	<b>1500+</b>
Media Specialist	0.5	1.0	1.0	1.0	2.0
Library Clerk	0.0	0.0	0.5	1.0	0.0
Media Center staffing guidelines are aligned with SDE Accreditation					
Nurse	<b>1 Nurse serves 1,500 students - No school receives less than 1 day or .2 FTE per week</b>				
	<b>Per School</b>				
Principal's Secretary	1.0				
Financial Secretary	1.0				
Attendance Clerk	1.0				
Registrar	1.0				
Scanner	1.0				
Secondary Clerk	1.0				

Alternative Education	Staffing and Positions are completed by the Alternative Education Department
Counselor	Staffing per formula but Positions are assigned by Susan Staples
English Language Learner	Staffing and Positions are completed by the Language and Cultural Services Department
Federally Funded	Staffing is excluded from the formula and is based on each individual school budget
Media	Staffing per formula, but Positions are assigned by Kathleen Lienke
Nurse	Staffing per formula but Positions are assigned by Debbie Johnson
Special Education	Staffing and Positions are completed by Dr. Teri Bell

School	Priority School	SIG - YR	Application School	C3
Capitol Hill HS	Reward	-	-	-
Classen SAS	-	-	Yes	-
Douglass MS	Yes	-	-	-
Douglass HS	Yes	-	-	-
Grant HS	Reward	-	-	-
John Marshall MS	Yes	-	-	-
Oklahoma Centennial MS	Yes	SIG - 3 (09/30/14)	-	-
Oklahoma Centennial HS	Yes	SIG - 3 (09/30/14)	-	-
Northeast HS	-	-	Yes	-
Southeast	-	-	Yes	-
Star Spencer HS	Focus	-	-	-