Staffing Standards Contingency Purpose and Parameters

Contingency Purpose

The Contingency includes funds for positions to maintain class sizes in accordance with the staffing standards to the extent feasible. In order to more fully implement staffing standards, the Contingency is necessary because actual enrollment varies from projected enrollment. Without a Contingency, staffing standards would not be adhered to when enrollment projection variances occur.

Two types of enrollment projection variance exist, division-level and school-level. Division-level variances can occur when total actual enrollment exceeds projected enrollment. At the school-level, variances can occur even if the total actual enrollment equals projected enrollment district-wide. Enrollment may be much greater than anticipated at a specific school. Although this variance is historically very small, even a small variance can have significant implications in terms of class size.

Contingency Usage Parameters

Usage of positions in contingency is based on staffing standards and at the discretion of the Superintendent.

Parameters for using Contingency Staffing include:

- Enrollment reaches or is expected to reach a level that earns allocation of a position based on the staffing standards
- Positions may be moved from one area to another
- Asst. Superintendent approval
- All positions eligible, not just limited to teacher
- All other vacant, available FTEs have been filled first
- An exception to the staffing standard is justified because a need exists that was not anticipated

The following situations are examples in which positions might not be created even though the staffing standards would justify them:

- Space limitations
- Other financial needs of the division
- Additional students are not enrolled until well after the start of the school year
- A relatively low average class size would result from adding a class.