

Dates and locations set for 2016 Regional Coordinator Trainings

The annual Kentucky Department of Education Regional SBDM Coordinator Training dates and locations have been set. There will be only one morning session this year, which will begin at 9 a.m. local time and last until noon. **ALL** coordinators and trainers (new and experienced) will need to attend one of the regional training sessions. See chart below for more details.

New coordinators and trainers (those with less than three years of coordinator experience) will **also** need to enroll in a webinar session. Webinar sessions will provide an introduction to SBDM, background on SBDM laws and guidance on election procedures and will share information on your role as SBDM coordinator. This webinar will also be open to any experienced coordinator who would like to attend as a refresher course. **All new coordinators and trainers will need to attend one live session and enroll in one webinar session.**

Regional Sessions		
Shelbyville	Wednesday, March 2	Ohio Valley Educational Cooperative (OVEC)
Lexington (FULL-CLOSED TO REGISTRATION)	Thursday, March 3	Kentucky Education Development Corporation (KEDC Lexington)
Cold Spring	Tuesday, March 8	Northern Kentucky Cooperative for Educational Services (NKCES)
Ashland	Wednesday, March 9	Kentucky Education Development Corporation (KEDC Ashland)
Corbin	Monday, March 14	Southeast South Central Education Cooperative (SESC) *Corbin Center
Eddyville	Monday, March 21	West Kentucky Educational Cooperative (WKEC)
Bowling Green (FULL-CLOSED TO REGISTRATION)	Tuesday, March 22	Green River Regional Educational Cooperative (GRREC)

Webinar Session
March 1
March 16
March 29



The live training sessions will be a hands-on approach to policy work and will include updated General Assembly information for 2016, KDE SBDM Training Module information and updates and verification database updates and will serve as a networking opportunity for council coordinators to share what is working within their SBDM councils. This session will also provide KDE SBDM trainer endorsement for the 2016 training year.

Due to space at training locations, it is requested that attendance be limited to the district SBDM coordinator or designee. All training registrations will be on a first-come basis, so it's recommended that district coordinators register early. When registering, send an email to kdesbdmproject@education.ky.gov with the attendee's name and the preferred location. A confirmation will be sent upon completion of registration. No phone registrations will be

accepted. **The registration for each location will close after 35 participants have registered. Some sessions have already filled, so please register as early as you can.** Any questions regarding trainings or locations should be directed to the email listed above or to a KDE SBDM consultant.

You will also need to register for the webinar if attending. To register for the webinar, please email [Ashlie Cox](mailto:Ashlie.Cox@kde.state.ky.us).

Staffing allocation dates and reminders

Tentative staffing allocations should be sent to school councils by March 1, with a final allocation date of May 1. If a district plans to revise its staffing formula for the 2016-17 school year, it will need to send its updated staffing allocation worksheet to KDE for approval. These updates can be emailed to [Natasha Napier](mailto:Natasha.Napier@kde.state.ky.us). A sample staffing allocation worksheet can be found [here](#). Please allow time for KDE to review the allocations prior to May 1.

Understanding KRS 157.360

When updating the staffing allocation formula, boards of education must adhere to guidelines in KRS 157.360. Base funding levels include:

24:1 for primary grades

28:1 for grade 4

29:1 for grades 5 and 6

31:1 for grades 7 to 12

An addition to these base levels is a requirement for secondary schools that includes a maximum of 150 per-pupil hours.

Two parts of the staffing base funding levels can cause confusion for school council members and others in the school community: base levels for primary grades and the 150 per-pupil hours for secondary schools. Note that school councils are not bound by these maximum class size limits once the allocations are received by the school. School councils determine, within the number of staff allocated, the job classifications for each of the positions.

Primary school is defined in KRS 158.031 as being multi-aged groupings. To this effect, the allocation of staff for primary school is based on the total number of students included in an enrollment from the time they enter school (i.e., kindergarten) to the time they exit (i.e.,

grade 3). Therefore, as a school district determines the staff for the primary grades at an elementary school, the school district will add the total number of students in the primary grades as a whole and then divide by a maximum of 24 (the number can be lower based on district choice in the allocation formula) to get the number of teacher positions. For elementary schools that have determined that they will have a graded primary program, this may mean that one grade may have more than 24 students per classroom teacher and another grade level may have less than 24 students per classroom teacher.

In the second case, when this statute was enacted, most secondary schools operated on a six-period day. Scheduling concepts such as alternative models and block schedules were not factored into legislation. Once the base level funding language is added into the staffing allocation formula, class size loads for middle and secondary school classroom teachers cannot exceed the equivalent of 150 pupil hours per day. This means that each classroom teacher who is allocated to grades 7-12 cannot have more than 150 per-pupil hours. One hundred fifty per-pupil hours of instruction during a six-hour school day would yield a ratio of 25:1.

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