



**To:** Board of Education  
**From:** Brad Swanson  
**Date:** April 23, 2018  
**Re:** Non-Certified FTE Recommendation

**Recommendation:**

The administration recommends that the Board approve 102.70 Non-Certified FTE at GBS and 91.67 FTE at GBN, which is an overall increase of 2.17 FTE as compared to the 2017-18 school year. Please refer to the attached spreadsheet for categorical Educational Support Personnel staffing for the 2018-19 school year.

**Background:**

The increase at GBN is allocated to Custodial/Maintenance and is a result of an effort to achieve equity related to custodian workload. This adjustment in FTE will create a equal ratio of approximately 25,000 square feet per custodian which is aligned with the school industry benchmark as provided by Service Management Assist, Inc. This square footage has been consistent across the Chicagoland area for a number of years, and recent data collected from neighboring high schools in 2015 confirms that it is consistent with the staffing practices for other area high school districts.

Please note that the category of "Misc. Staff" is a miscellaneous grouping that includes positions such as Athletic Trainer, Auditorium Supervisor, and AV Coordinator.

Non-Certified FTE Recommendation

<b>Total</b>	<b>2017-18</b>		<b>2018-19</b>		<b>Summary</b>	<b>2018-19</b>		
	<b>GBS</b>		<b>GBS</b>			<b>GBS</b>		
<i>BOE Approved</i>	102.70	<i>BOE Requested</i>	102.70		<i>Status Quo</i>	0.00		
<i>Allocated</i>	101.17	<i>Projected Allocation</i>	102.64					
Contingency	1.53	Contingency	0.06					
	<b>GBN</b>		<b>GBN</b>			<b>GBN</b>		
<i>BOE Approved</i>	89.50	<i>BOE Requested</i>	91.67		<i>Increase</i>	2.17		
<i>Allocated</i>	88.02	<i>Projected Allocation</i>	91.16					
Contingency	1.48	Contingency	0.51					
<b>IAs</b>	<b>2017-18</b>		<b>2018-19</b>		<b>Cust./Maint.</b>	<b>2017-18</b>		<b>2018-19</b>
	<b>GBS</b>		<b>GBS</b>			<b>GBS</b>		<b>GBS</b>
<i>BOE Approved</i>	19.00	<i>BOE Requested</i>	19.95		<i>BOE Approved</i>	43.00	<i>BOE Requested</i>	42.85
<i>Allocated</i>	18.82	<i>Projected Allocation</i>	19.94		<i>Allocated</i>	42.64	<i>Projected Allocation</i>	42.85
Contingency	0.18	Contingency	0.01		Contingency	0.36	Contingency	0.00
	<b>GBN</b>		<b>GBN</b>			<b>GBN</b>		<b>GBN</b>
<i>BOE Approved</i>	14.50	<i>BOE Requested</i>	13.50		<i>BOE Approved</i>	36.00	<i>BOE Requested</i>	38.67
<i>Allocated</i>	14.05	<i>Projected Allocation</i>	13.10		<i>Allocated</i>	35.80	<i>Projected Allocation</i>	38.67
Contingency	0.45	Contingency	0.40		Contingency	0.20	Contingency	0.00
<b>PARAs</b>	<b>2017-18</b>		<b>2018-19</b>		<b>Misc. Staff</b>	<b>2017-18</b>		<b>2018-19</b>
	<b>GBS</b>		<b>GBS</b>			<b>GBS</b>		<b>GBS</b>
<i>BOE Approved</i>	8.50	<i>BOE Requested</i>	8.75		<i>BOE Approved</i>	7.00	<i>BOE Requested</i>	6.50
<i>Allocated</i>	8.32	<i>Projected Allocation</i>	8.72		<i>Allocated</i>	6.47	<i>Projected Allocation</i>	6.50
Contingency	0.18	Contingency	0.03		Contingency	0.53	Contingency	0.00
	<b>GBN</b>		<b>GBN</b>			<b>GBN</b>		<b>GBN</b>
<i>BOE Approved</i>	8.50	<i>BOE Requested</i>	9.10		<i>BOE Approved</i>	6.00	<i>BOE Requested</i>	6.00
<i>Allocated</i>	8.33	<i>Projected Allocation</i>	9.03		<i>Allocated</i>	5.77	<i>Projected Allocation</i>	5.99
Contingency	0.17	Contingency	0.07		Contingency	0.23	Contingency	0.01
<b>Sec./Clerical</b>	<b>2017-18</b>		<b>2018-19</b>					
	<b>GBS</b>		<b>GBS</b>					
<i>BOE Approved</i>	25.20	<i>BOE Requested</i>	24.65					
<i>Allocated</i>	24.92	<i>Projected Allocation</i>	24.63					
Contingency	0.28	Contingency	0.02					
	<b>GBN</b>		<b>GBN</b>					
<i>BOE Approved</i>	24.50	<i>BOE Requested</i>	24.40					
<i>Allocated</i>	24.07	<i>Projected Allocation</i>	24.37					
Contingency	0.43	Contingency	0.03					