

Open Enrollment Space Calculation Process for Special Education Spaces

Step 1: Review special education caseloads for the 2026-2027 school year across all 6 buildings.

Step 2: Assign weights (1-4) to each student based on the level of student need. If the student has 4 or more of the needs listed below, then they receive the highest weight, which means they count on the caseload as 2 students instead of 1. If they have 3 needs then they receive a score of 3, which counts for 1.5 students on the caseload. Students with scores of 1 or 2 count as a single student on the caseload.

- Behavior Support Plan (BSP)
- Medically Fragile
- Augmentative and Alternative Communication Device
- Attendant Care Services
- Significant Mental Health Needs/Supports
- Level/Frequency of Physical Aggression

Step 3: Analyze each weighted caseload to determine how much space is available on each teacher's caseload.

- Maximum weighted caseload for EC-8: 18
- Maximum weight caseload for 9-12+: 25

Step 4: Calculate space available in each building and program.