

MEMORANDUM

October 2, 2013

TO: Members of the Mid-Valley Executive Advisory Board

FROM: Carla Cumblad, Executive Director

RE: Staffing Increases

The finance committee has determined the staffing ratio for the New Directions High School Program to be set at one adult to three students. At this time, with current enrollment, it is staffed at 5 staff to 25 students. In order to better serve the current students and anticipate for additional enrollment, it is recommended that the Board approve one teaching position to be hired in the fall and one teaching assistant to be hired immediately, to float between the high school classes.

At this time, we are not filling the open Job Coach position for the New Directions Program (anticipated with ALOP funding.)

Recommendation:

Approve increases in staffing for the New Directions Program until the end of the 2013-14 school year.