

K-3 Class Size Compliance Q&A

General Questions

Where is the language that requires school districts to demonstrate a required class size in order to maximize their K-3 funding through the class size to teacher calculations?

The class size compliance language is found in [RCW 28A.150.260\(4\)\(b\)](#):

“(b)(i) Beginning September 1, 2019, funding for average K-3 class sizes in this subsection (4) may be provided only to the extent of, and proportionate to, the school district’s demonstrated actual class size in grades K-3, up to the funded class sizes.”

When did this language take effect?

K-3 class size compliance calculations took effect the 2019–20 school year and continues in 2024-25 school year.

At what level will the compliance calculations be performed?

There will be one K-3 class size compliance calculation per district. Calculations will be performed at the district level as they were for the 2015-16 school year.

How will the compliance calculations be displayed?

There will be a report for K-3 class size compliance included in the apportionment reports of each district for the months which the compliance calculations are made.

Calculation Inputs

Where will the enrollment come from for the compliance calculations?

Enrollment will be taken from the P-223 reporting and will match the 1191ED Apportionment Report, utilizing annual average FTE (AAFTE) as of the calculation. [WAC 392-122-505](#):

Will students and teachers coded to Alternative Learning Experience (ALE) programs be included in the compliance calculations?

No. Since ALE students do not generate teacher units through the class size calculation in the funding formula, they will be excluded from the calculation.

When will S-275 data be pulled out of the database for the purpose of compliance calculations?

S-275 data will be pulled as of the cutoff date for January, March, and June as published in the annual S-275 personnel reporting handbook.



Which staff will be included in the K-3 compliance calculations?

Teachers coded to program 01- Basic Education to grade groupings K, 1, 2, and 3 as well as program 09 – Transition to Kindergarten to grade groupings T are reported in one of the following duty roots will be considered:

- Duty root 31 — Elementary Homeroom Teacher
- Duty root 33 — Other Teacher
- Duty root 34 — Elementary Specialist Teacher
- Duty root 52 — Substitute Teacher
- Duty root 63 — Contractor Teacher

Should specialists such as P.E. and music teachers be included in the compliance calculation through duty root 31?

While specialists will be included in the compliance calculation, they should be coded to duty root 34 not duty root 31.

Will staff such as librarians, counselors, or other ESA staff be included?

No. Since only teachers are generated through the class size variable in the funding formula, only teachers as defined in Q.9. above will be included in the compliance calculation.

Will program 21 teachers coded to grade grouping T, K, 1, 2, and 3 be included?

Yes, a portion of program 21 teachers will be included in the class size compliance calculation. The teacher units will be multiplied by the annual percentage of students in special education instruction which was used in the determination of your district's 3121 percent.

Will teachers hired after October 1 allowed to be included into the compliance calculations?

Yes. Local Education Agencies will be able to report supplemental teacher FTE, as defined in [WAC 392-122-515](#), to be included in the compliance calculation beginning with the most recent calculation performed after the supplemental teacher FTE is reported. Supplemental teacher FTE means the net change in full-time equivalent teachers after October 1 of the school year and not reflected in Report S-275. Districts will report supplemental teacher FTE to OSPI via a SmartSheet tool available on the School Apportionment and Financial Services [Budget Preparations](#) page.

Calculation Methodology

How often will the compliance calculation be performed?

The compliance calculations will be performed three times a year in January, March, and June.

K-3 Compliance calculations

Each compliance calculation will include a snapshot of AAFTE enrollment from the P-223, staffing units from the S-275 and supplemental teachers reported on the Smartsheet form. Total teachers including programs 01, 79, 21, 09, and supplemental teachers will be aggregated on the compliance reports. [WAC 392-122-520](#):

| A P-223 K-3 AAFTE | B P-223 TK AAFTE | C Total Student AAFTE |
|-------------------------|------------------------|-----------------------------|
| 900.25 | 87.00 | 987.25 |

| D Programs | E Teacher FTE | F 3121% | G (E * F) if Prog 21 Funded SpEd Teacher | H Total Teachers |
|---------------|---------------------|------------|---|------------------------|
| S275 Prog 01 | 53.247 | | | |
| S275 Prog 09 | 0 | | | |
| S275 Prog 21 | 5.948 | 26.80% | 1.594 | |
| Supp Prog 01 | .56 | | | |
| Supp Prog 09 | | | | |
| Supp Prog 21 | .46 | 26.80% | .123 | |
| | | | | 55.524 |

How will the demonstrated class size be calculated and what class size will be used to generate my K-3 teacher allocation?

The enrollment (C) will be divided by the total teachers in (H). The result will be a demonstrated class size. Districts will generate a K-3 teacher allocation based on either the demonstrated class size (I) or the maximum funded class size of 17 (J), whichever is greater and does not exceed 25.23.

| I (C/H) Demonstrated Class Size | J State Budget Class Size | K Class Size for Funding Calculations |
|--|---------------------------------|---|
| 17.78 | 17.00 | 17.78 |

Questions

If you have questions that were not addressed in this document, please email Melissa Jarmon, Associate Director of School Apportionment and Financial Services, at melissa.jarmon@k12.wa.us or Michelle Matakas, Director of School Apportionment and Financial Services, at michelle.matakas@k12.wa.us.