

**Figure 6.3** Resource measurement worksheet: Elementary grades

<p><b>Directions:</b> Complete the following Resource Measurement Worksheet to quantify your school's use of resources. You will use these calculations to complete the Strategic School Resource Diagnostic Tool in Figure 6.5.</p>			
<i>For Grades K–6</i>	<i>School Calculations</i>		
<p><b>A. Student Enrollment</b>                  These entries should add up to your school's total enrollment. For example, even though special-education resource students participate in the regular-education program, count them here in the special-education resource line. "Self-contained" refers to students who are assigned to a homeroom or home base class that remains together for most or all of the school day.</p>	Regular Education	_____	
	Special-Education Resource	_____	
	ELL	_____	
	Self-Contained	_____	
	Special-Education Self-Contained	_____	
	Gifted Self-Contained	_____	
	Total	_____	
<p><b>B. Teaching Staff</b>                  "Resource" teachers refers to teachers who work with students for part of the day to support special learning needs. These teachers do not have their own classroom. The most common of these are special-education resource teachers. You may have other resource teachers such as a reading resource, ELL, or gifted-education teachers. Create your own separate line, or code these as "other resource." Subject specialists are teachers who teach students from more than one class in a particular subject area such as art, music, physical education (PE), and computer skills. Some schools might use a librarian to teach some periods during the day—if so, that portion of time should be included in the subject specialist total. If an individual teaches only part of the day, then only that fraction of his or her time should be included in the total.</p>	Regular-Education Classroom	_____	
	Special-Education Resource	_____	
	Other Resource	_____	
	Subject Specialists	_____	
	Special-Education Self-Contained	_____	
	ELL	_____	
	Self-Contained	_____	
	Other	_____	
Total	_____		
<p><b>C. Overall School Average Students per Teacher (A divided by B)</b>                  The number of students in all programs (total in A) divided by the number of teachers assigned to the school in all programs from B above. This includes classroom teachers, specialists, teachers paid for through Title I and other outside funding, and special-education teachers. It does not include pupil support professionals such as speech and other therapists, paraprofessionals, guidance counselors, and so on, unless they teach classes.</p>			
<p><b>D. Regular-Education Class Size</b>                  Includes students who have special education needs who are served by resource teachers for part of the day but who are assigned to homeroom classes and spend much of their time there. It also includes ELL students if they are in regular classrooms and teachers paid for by Title I if they are used schoolwide as regular classroom teachers.</p>	Average	Range	
	K	_____	_____
	1	_____	_____
	2	_____	_____
	3	_____	_____
	4	_____	_____
	5	_____	_____
	6	_____	_____
Overall	_____	_____	

**Figure 6.3** (Continued)

<i>For Grades K–6</i>	<i>School Calculations</i>															
<p><b>E. Percentage of Students Who Spend Most of Their Time in Regular-Education Classrooms</b> Includes special-education students and English language learners who are assigned to a regular homeroom class but receive extra support from a resource teacher. In most schools, these are regular-education students, resource room, or ELL.</p>	<p>Average _____</p> <p>Range _____</p>															
<p><b>F. Percentage of Teachers Who Work With Students in Regular-Education Classrooms</b> This includes regular-education classroom teachers and subject specialists such as art, music, and PE. It only includes special-education teachers if they work in inclusion settings that include regular-education program students.</p>																
<p><b>G. Special-Education Self-Contained Class Size</b> This refers to students who are in classrooms most of the day with other students diagnosed with disabilities requiring special accommodations.</p>	<p>Average _____</p> <p>Range _____</p>															
<p><b>H. English Language Learner (ELL) Self-Contained Class Size</b> This refers to students and teachers working in classes with only ELL students for most of the school day.</p>	<p>Average _____</p> <p>Range _____</p>															
<p><b>I. Gifted Self-Contained Class Size</b> This refers to students in classrooms most of the day with other gifted students.</p>	<p>Average _____</p> <p>Range _____</p>															
<p><b>J. Size of Teacher-Facilitated Reading Groups (if applicable)</b> This would apply if the school uses a strategy to create smaller reading groups during literacy periods by pushing staff into the classroom or by adding additional sections of skill-based instruction.</p>																
<p><b>K. Size of Teacher-Facilitated Math Groups (if applicable)</b> This would apply if the school uses a strategy to create smaller groups during math periods by pushing staff into the classroom or by adding additional sections of skill-based instruction.</p>																
<p><b>L. Extra Instruction Time for Targeted Students (minutes per week)</b> This refers to tutoring time, small-group academic attention, or afterschool or required help sessions.</p>	<ul style="list-style-type: none"> <li>• Maximum minutes of acceleration/week _____</li> <li>• Maximum minutes of remediation/week _____</li> </ul>															
<p><b>M. Student Minutes of . . .</b></p> <ul style="list-style-type: none"> <li>• <b>Literacy</b> (Fill out daily if your schedule is the same every day. If not, calculate weekly.)</li> <li>• <b>Math (weekly, daily)</b></li> <li>• <b>Instruction</b> (Do not include lunch, homeroom, recess, or passing time in this number.)</li> <li>• <b>Total</b> (from start to dismissal)</li> </ul>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Daily/ Weekly</th> <th style="width: 20%; text-align: center;">Percentage of Total</th> </tr> </thead> <tbody> <tr> <td>Literature:</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Math:</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Instruction:</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Total:</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">100%</td> </tr> </tbody> </table>		Daily/ Weekly	Percentage of Total	Literature:	_____	_____	Math:	_____	_____	Instruction:	_____	_____	Total:	_____	100%
	Daily/ Weekly	Percentage of Total														
Literature:	_____	_____														
Math:	_____	_____														
Instruction:	_____	_____														
Total:	_____	100%														
<p><b>N. Collaborative Planning Time Minutes per Week</b> This number would not include instruction-free periods designated for individual planning, but only time that is scheduled and planned for strategically grouped teams of teachers to work together.</p>	<p>Regular Classroom Teachers _____</p> <p>Special Subject Teachers _____</p>															

<i>For Grades K–6</i>	<i>School Calculations</i>		
<p><b>O. Schoolwide Staff Development Days or Hours per Year</b>  This refers to time where all teachers have instruction-free time that is designated for professional development or planning purposes. This might include early release time (if not included above) and staff development days built into the teacher work calendar.</p>			
<p><b>Q. Teacher Experience:</b> Percentage and number of teachers with three or fewer years of teaching experience.</p>		<p>Number</p>	<p>Percentage</p>
<p><b>R. Percentage of Certified Teachers</b></p>		<p>Number</p>	<p>Percentage</p>
<p><b>S. Teacher Salaries:</b> Calculate the average teacher salary for the following:</p>			
	<p>K 1 2 3 4 5 6 Special Education</p>	<p>_____</p>	<p>_____</p>
	<p>K 1 2 3 4 5 6 Special Education</p>	<p>_____</p>	<p>_____</p>
		<p>Schoolwide Average Teacher Salary:</p>	<p>_____</p>
		<p>Average Homeroom Teacher Salary:</p>	<p>_____</p>
		<p>Average Special-Education Teacher Salary:</p>	<p>_____</p>
		<p>Average Bilingual Teacher Salary:</p>	<p>_____</p>
		<p>Average Specialist Salary:</p>	<p>_____</p>

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