

MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS
Office of the Superintendent
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William O. George III, Ed.D.
Superintendent of Schools

July 1, 2019

Dear Middletown school community,

Prior to the budget cuts that were announced in July 2018, the established district practice for class size included limits set at 25 students in grades K-5, as well as limits in core subject classes of 27 students in middle school and 28 students in high school. After learning of the state aid reductions last summer, the administrative team and Board of Education developed a revised 2018-2019 budget plan to reflect the reduction of \$1,177,977, of which \$860,972 was reduced from the personnel budget. As discussed at the July 25, 2018 Board meeting and captured in an article by the Asbury Park Press on July 26, the personnel reductions were achieved by increasing maximum class size for middle and high school physical education classes, reducing the number of lunch paraprofessional positions and increasing grades 4-5 maximum class size to be equivalent to middle school core subject classes. The number of elementary sections was capped as class size maximums were reached. Newly registered students were reassigned to other district schools where enrollment had not yet reached class size maximum.

Further state aid reductions were realized for the 2019-2020 school year budget, bringing the total amount of reductions for next year to \$1,730,549. As the district worked this winter to develop the 2019-2020 budget within the new fiscal constraints, opportunities emerged to further reduce current and future personnel costs due to resignations and retirements that did not impact class size. This included the elimination of 3 administrators and 2 secretary/support staff positions. The approved 2019-2020 school budget includes the additional reduction of 2 secretary positions. The district also created more efficient secondary classes by adjusting Health/PE schedules, creating opportunity for cross-campus high school course offerings for traditionally under enrolled electives, and introducing flex schedule options for high school seniors. At the elementary level, staffing projections for budget purposes were based on a class size maximum of 25 students for grades K-2 and 27 students for grades 3-5. However, at this time, based on current enrollments, consideration is being given to cap grade 3 class size at a maximum of 25 students for the upcoming school year.

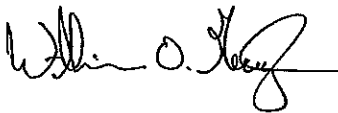
Currently, we are implementing our longstanding practice of monitoring class size to most efficiently utilize our teaching staff. This is a process that begins in early winter with the start of kindergarten registration and continues through the summer months. Final staffing decisions will be made in mid to late August as student enrollment projections become more accurate. To keep sections within class size maximums, staff members will be assigned to schools and grade levels where student enrollment necessitates additional sections. In some cases, teachers may be transferred from schools where there is a decline in enrollment and in other instances, the district may utilize available budgeted personnel contracts that are yet to be staffed. In addition, the district will continue its practice of reassigning newly registered students to alternate schools in order to maintain class size maximums, when necessary.

Managing student enrollment is an ongoing and fluid process throughout the upcoming months. We work to keep class size as fair and balanced as possible while working within our budget plan. However, with twelve elementary schools, each with established sending boundaries, and a fixed number of classrooms, class size will vary from school to school and from class to class within each school.

Below is the worksheet of elementary enrollment projections for 2019-2020 for each school and each grade as of June 26, 2019 for general education setting sections. However, it is important to note that these numbers do not necessarily represent the exact number of students that may be in a classroom throughout the entire school day. The district must plan appropriately to meet all students' needs throughout the day. In some schools there are students that are mainstreamed into general education classes from special class programs, which increases the number of students in classrooms for portions of the school day. In other instances, students leave general education classes to receive mathematics and language arts instruction in alternate settings, which reduces the number of students in classrooms. Also, many classes have additional teachers and/or paraprofessional staff members scheduled in the classroom to support student IEP, G&T, 504 or intervention plans, thus positively impacting student-staff ratios. These factors are taken into consideration when establishing class sections in all schools.

When reviewing the data below, please keep in mind that this worksheet is a snapshot in time. Enrollments will continue to change as new students register, others move out of the district, some move from one school to another and individual education programs are finalized. Final staffing decisions will not be made until late August to ensure we are most effectively utilizing all personnel.

Sincerely,



William O. George III, Ed.D.
Superintendent of Schools



cc: *Board of Education*
Amy Gallagher, Business Administrator/Board Secretary
Kimberly Pickus, Assistant Superintendent
Mary Ellen Walker, Assistant Superintendent

Elementary Enrollments Projections as of 6-26-19

	BV	FV	HAR	LE	LI	MV	NAV	NM	NS	OA	PM	RP
K	49	47	56	38	78	63	31	38	70	42	34	39
1	53	49	67	37	79	58	40	48	98	44	32	42
2	53	45	51	47	63	68	36	48	90	45	25	44
3	52	49	63	38	78	46	32	42	84	36	25	49
4	51	40	65	49	80	56	42	41	103	52	42	45
5	57	43	61	46	69	59	43	42	100	41	36	41