

Caseloads for Special Education Providers

Intent of Policy

It is the intent of the Board for Encore to develop appropriate limits on the caseloads for special education providers. In setting caseload limits, Encore seeks to ensure quality and consistency in its special education programs while also responsibly managing Encore's resources.

Caseloads for Special Education Providers

Encore shall develop caseload limits for various special education providers.

Special Education Teachers

Caseload limits for special education teachers will be developed based on all of the following:

1. Individual and collective needs of the students;
2. State and federal law;
3. Applicable collective bargaining agreements; and
4. Applicable provisions of the special education local plan;

Language, Speech, and Hearing Specialists

The maximum caseload for language, speech, and hearing specialists at Encore shall not exceed 55 students unless the local plan Encore participates in specifies a higher caseload and also specifies the reason(s) for having a higher caseload.

Resource Specialists

The "caseload" for resource specialists shall include, but not be limited to, all students for whom the resource specialist performs any of the services described in Education Code Section 56362 and District Policy.

Resource Specialists at Encore shall have a caseload of 28 as required by law, Encore policy, applicable collective bargaining agreements, and any applicable State Board of Education waiver. No resource specialist shall have a caseload which exceeds 28 students.

Resource Specialist Caseload Waivers

Encore may request that the State Board of Education ("SBE") grant a waiver of the maximum resource specialist caseload by following the provisions of Title 5 of the California Code of Regulations, Section 3100.

Encore shall only request a waiver when:

1. The resource specialist and his/her bargaining unit, if any, agree to the waiver;
2. The request is related to extraordinary fiscal and/or programmatic conditions which can be addressed by increasing the caseload; and



3. Students served by the affected resource specialists(s) will still receive all the services set forth in their IEP's.

The maximum caseload of an Encore resource specialists working under a caseload waiver shall not exceed 32 students.

A caseload waiver shall only be effective for two school years; the year it was requested and one additional year.

When a resource specialist is working under a caseload waiver granted by the SBE, Encore will ensure that he/she has the assistance of an instructional aide for at least five hours per day for any time that his/her caseload exceeds the statutory maximum. (Education Code §§ 56362, 56362.1, 56441.7; 5 C.C.R. § 3100.)