Annual Strategic Staffing Plan

Board of Education Meeting
March 10, 2026

2025-26 District 97 Transformation Goals

We Learn, Lead and Celebrate Together

Our District Culture
ALL Employee Professional Learning

We Design for ALL

Elementary Core Instruction Foundations
Middle School Redesign

We Align Resources

Master Facilities Plan
Comprehensive Safety Plan

We Learn Everywhere

Portrait of an Oak Park 8th Grade Graduate
Early Childhood Education

Meet the Team

Dr. Natacia Campbell Tominov
Assistant Superintendent of Human Resources

Dr. Anna Colaner
Senior Director of Data Analytics and Research

Dr. Luis De Leon
Assistant Superintendent of Middle Schools

Dr. Tawanda Lawrence
Senior Director of Teaching & Learning

Dr. Eboney Lofton
Chief Learning Innovation Officer

Donna Middleton
Senior Director of Student Services

Patrick Robinson
Assistant Superintendent of Elementary Schools

Principals

Goals for SY25

District Goal 3: We Align Resources

Goal 3D: Workforce Diversity and Strategic Staffing Cycle

- Develop staffing systems that model how to use data to **make visible the current distribution of staff resources** as well as how to move toward an **strategy-based and aligned allocation of staff resources** to ensure strong teacher team and to achieve our workforce diversity outcomes

The purpose of staffing plans

The school site **staffing plan is the tool** that provides each school with the instructional, administrative, and support staff needed to design the educational experience for their students. **The school site staffing allocations for individual sites are based upon the guidelines of the plan and enrollment projections**.

Enrollment projections for next school year are entered into the school site staffing plan, and the **resulting staff allocations inform site planning teams as they design the site's master schedule and relevant supports** for the upcoming year.

SY27 Staff Planning

Annually, vacancies become available due to non-renewals, retirements, and resignations.

Positions may remain the same, be created, eliminated, or redefined.

Teacher assignments are determined based on available positions within the district and individual qualifications.

There will be a Reduction in Force (RIF) for SY27

Rationale for and Impact of a RIF Process

Rationale

Changes in staffing are needed due to:

- Enrollment levels
- Transition away from the International Baccalaureate program
- Middle School schedule redesign
- Student elective selections

Student/Community Impact

There are no anticipated changes to core class sizes. Proposed changes are a result of more efficient staffing.

Middle school adjustments may include:

- Balanced class sizes across all areas
- 47 minute class periods (except WIN)
- School days starting with WIN for all students

Currently, the district projects deficit spending starting in FY29.

We can distance the district from deficit spending by saving $1-2.5M per year in staff salaries/benefits.

The RIF Process

- Dictated by school code and contract language.
- The district identifies areas (grade bands, subjects area/specialty) of overstaffing.
- Teachers are placed into groups based on qualifications and evaluation ratings and then sorted by seniority in the district.
- 45 days prior to the end of the school years, teachers are provided written notification if they are being honorably dismissed.
- Remaining teachers receive their assignments per contractual guidelines.
- If a position later becomes available, we will offer that job to RIF'ed teachers first, provided they are qualified. This recall process occurs in reverse order of dismissal.

Section Projection Methodology

1) Projected Enrollment by School and Grade-Level

2-8 Gr = Current Grade 1-7 enrollment

1st Gr = Average Current Grade 1-3 enrollment

K = Kasarda Report Scenarios B*

2) Targeted Maximum Section Sizes set at 29 at Grades 6-8, 24 at Grades 1-5, 20 at Grade K, 20 at PreK

3) Ensure 30:70 special education: general education ratio requirement

4) Ensure staff: student ratio in bilingual classes is at 90% of GenEd class sizes

Notes:

*Our projection methodology calls for opening K classrooms at 4 schools. However, based on our review of historical estimation compared to actual enrollment trends in K, we are holding on opening these new K classrooms. We monitor enrollment throughout the summer to ensure proper staffing in alignment with CBA and D97 values.

Section Planning

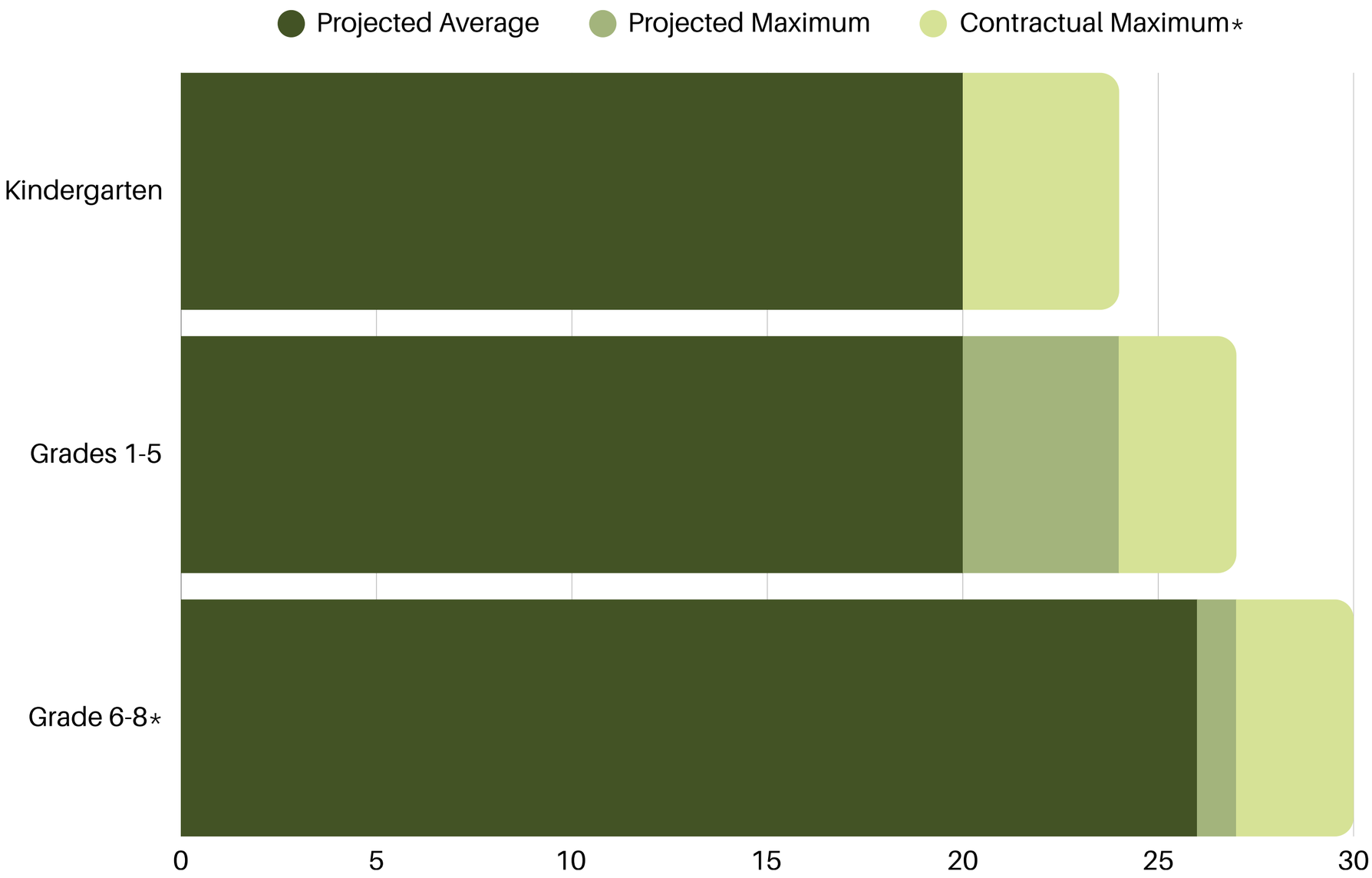
- Kindergarten -
  - One full-time teacher assistant for each Kindergarten section of 21 or more students.
  - Class size may reach 24 before additional students are assigned to another class.
- Grade 1 -
  - One full-time teacher assistant for each class that has 25 or more students.
  - Class size may reach 27 before additional students are assigned to another class.
- Grade 2-5 -
  - One full-time teacher assistant for each class which has 25 or more students.
  - Class size may reach 27 before additional students are assigned to another classroom.
- Grade 6-8 -
  - One teacher assistant will be assigned to cover each core class period which has 30 or more students upon the request of the teacher.
- Mainstreamed students or included students who, as a result of their Individualized Educational Plan, bring with them a teacher assistant will not count as an additional student in the above resource allocations. One-on-one teacher assistants will not count as classroom teacher assistants for purposes of this section.
- Split Level Classes -
  - Efforts will be made to avoid split level classes. In the event a class is split, appropriate supports for the teacher will be provided.

Section Size Comparisons: Past, Current & Next Year

	SY24 Average* Section Size	SY25 Average* Section Size	SY26 Average* Section Size	SY27 Average* Projected Section Size
K-2	**19** (Min: 15 Max: 24)	**19** (Min: 15 Max: 24)	**19** (Min: 15 Max: 23)	**20** (Min: 15 Max: 24)
3-5	**20** (Min: 17 Max: 24)	**20** (Min: 16 Max: 24)	**20** (Min: 16 Max: 24)	**21** (Min: 16 Max: 24)
6-8	**26**** (Min: 24 Max: 29)	**26**** (Min: 23 Max: 28)	**25**** (Min: 24 Max: 27)	**26**** (Min: 24 Max: 27)

Notes:
* Average of average within-school grade-level GenEd sections
**Average assuming 12 sections at each grade level are equally distributed across 4 core courses

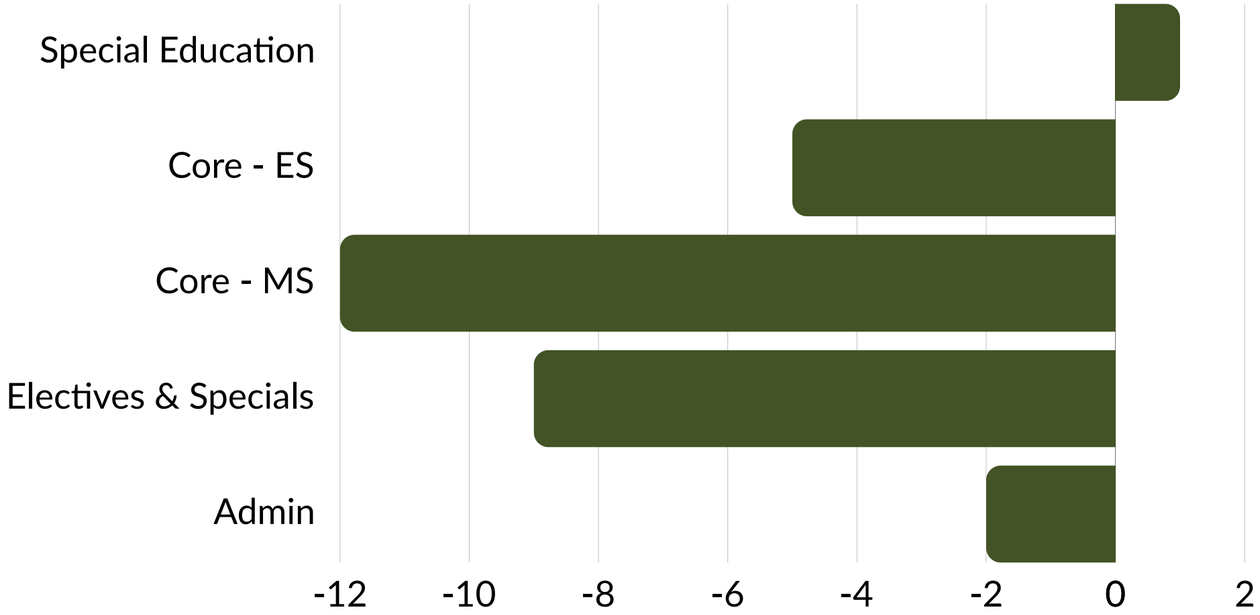
Projected SY27 Section Size Comparisons to Contractual Requirements



Our projected SY27 average and maximum class sizes are below contractual requirements.

*There is no contractual maximum core class for grade 6-8 specified in the current OPTA CBA. The value here reflected the class size at which a teacher may request an assistant

FTE and Number Staff Impacted



Proposed Net Change in FTE	**Estimated number of staff to receive RIF Notification** assuming licensure aligns with needs
15-27	3-15

Fiscal responsibility and data-based decision-making require that enrollment levels by grade-level by school must be reflected in the staffing process.

Projections indicate we need up to 27 fewer FTE in SY27 which may require a RIF of 3-15 staff.

This process reviews staffing across employee groups.

Staffing Plan & Timeline

Steps

Week of January 12, 2026 (via Zoom)	Principals review general education section based on enrollment
January 21, 2026	Finance Oversight and Review Committee (FORC) meeting reviews general education section projections based on enrollment
Weeks of January 19, February 2, 9, and 16, 2026	Conversations with middle school principals regarding scheduling
February 17, 2026	Principals review updated enrollment and scheduling implications
February 24, 2026	Present staffing needs to Board of Education

Staffing Plan & Timeline

Steps

March 3, 2026	Reviewed staffing scenarios with the Financial Oversight Committee
March 10, 2026	Board meeting
March 17, 2026	Review RIF process with OPTA
March 24, 2026	Present final staffing proposal and RIF plan to Board
April 2026	Conduct RIF and notify impacted staff
May 2026	Disseminate notice of assignments

Thank you!

Any Questions?