



Area School District

## MEMORANDUM

Ripon Area School District

1120 Metomen St., Ripon, WI 54971

[www.ripon.k12.wi.us](http://www.ripon.k12.wi.us)

To: Board of Education

From: Dr. Mary Whitrock, Superintendent; Vincent Propson, Principal; Samantha Behnke, Principal; Jonah Adams, Business Manager

Date: August 15, 2024

Subject: Recommended Staffing Adjustments for Odyssey Academy for 2024-2025

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### Background

During the districtwide budget planning process, Odyssey Academy's staffing was adjusted due to declining enrollment numbers. Specifically, the secondary science position was reduced from 0.5 Full-Time Equivalent (FTE) to 0.3 FTE, and the secondary English Language Arts (ELA) position was reduced from full-time to 0.9 FTE for the 2024-2025 school year. Additionally, the roles of secondary teachers were adjusted as the school transitioned to a 6-8 middle school model.

However, recent enrollment projections show a notable increase, with at least 260 students expected, a rise of 36 students from the start of the 2023-2024 school year. Currently, Odyssey Academy's student-teacher ratios are 40:1 for grades 4K-2 and 37:1 for grades 3-5. While these ratios are still within target, further growth over the next two months may necessitate additional staffing to maintain a manageable student-teacher ratio if the numbers approach 45:1.

### Recommendation and Rationale

Given the higher-than-expected enrollment, we recommend the following staffing adjustments for the 2024-2025 school year at Odyssey Academy:

- Increase the science position from 0.3 FTE to 0.5 FTE.
- Increase the English Language Arts position from 0.9 FTE to full-time.
- Contingent upon 4K-2 enrollment reaching a 45:1 student-teacher ratio, add a 0.5 FTE teaching position.
- Contingent upon grades 3-5 enrollment reaching a 45:1 student-teacher ratio, add a 0.5 FTE teaching position.

These staffing adjustments are crucial to meeting the academic demands of our growing student population and ensuring continued high-quality instruction in our virtual learning environment. The increased FTE for science will allow for additional course sections, while the full-time ELA position will meet course demands and support the advisory responsibilities integral to our high school model.

Potential increases at the elementary level will help maintain an appropriate student-teacher ratio, ensuring that individual student needs can be adequately met. These changes are financially feasible based on projected enrollment figures and are essential to maintaining a robust curriculum in science, English, and the elementary grades.

We look forward to discussing these recommendations with you further at your convenience.