

Tennessee Basic Education Program: Glossary of Key Terms and Funding Levels

Keith Boring, Associate Legislative Research Analyst
(615) 401-7876/ Keith.Boring@tn.gov

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Key Terms

Academic Grade 11 – The grade at which exit exams are administered. The funding level is derived by the weighted average cost of SAT and ACT assessments. Note: The State Board of Education revised the High School Policy in January 2008, which eliminates the Gateway (exit) exams. Students entering 9th grade in 2009-10 and after will be required to take 10 end-of-course assessments instead of the current exit exams. Students in the graduating classes of 2009, 2010, 2011, and 2012 still must pass the Gateways to graduate.

Annual Financial Report – The comprehensive financial statement for a school system.

Alternative Schools – Under TCA 49-6-3402, alternative schools are for students who have been suspended or expelled from the regular school program. Instruction in alternative schools is to “proceed as nearly as practicable in accordance with the instructional programs at the student’s home school.”

Amortization Cost – The total cost in principal and interest the BEP provides for assuming a level debt service schedule over 20 years at six percent interest.

Architect’s Fees – In addition to the capital outlay cost of construction, an architect’s fees component is also included and funded at five percent of the subtotal estimated cost of construction fee allotment for architectural work done for a school system.

Assistant – Supports professional personnel in instruction and general classroom activities.

Assistant, Instructional, K-6 – Works in kindergarten through grade 6 to assist teachers in instruction and general classroom activities. In FY2011, K-6 instructional assistants are funded at a rate of 75 ADM per assistant (75:1).

Assistant, Library – Assists librarian in duties pertaining to library services, acquisitions, and organization of the library. Library assistants apply only to K-8 students and are calculated using school level data. See Exhibit 1 for a detailed explanation of calculation.

Assistant Principal, Elementary (K-8) – An administrative position applying to kindergarten through grade 8. Position responsibilities include (but are not limited to) leadership, supervision of students in outside activities as well as in the school, evaluation of teachers, and discipline of students. Assistant principals are calculated using school level data. See Exhibit 1 for a detailed explanation of calculation.

Assistant Principal, Secondary (9-12) – An administrative position applying to grade 9 through grade 12. Position responsibilities include (but are not limited to) leadership, supervision of students in outside activities as well as in the school, evaluation of teachers, and discipline of students. Assistant principals are calculated using school level data. See Exhibit 1 for a detailed explanation of calculation.

Assistant, Special Education, Options 5,7,8 – Assists in providing services to students in options 5, 7, or 8. Duties include assisting special education teachers, caring for student needs, and general classroom activities. In FY2011, special education assistants are funded at a rate of 60 ADM per assistant (60:1). Also see Appendix G concerning special education options.

At-risk Student – A student who is eligible for free or reduced-price lunch pursuant to 42 U.S.C. §§ 1751-1769. In FY2011 the at-risk rate is \$509.46 per student.

Average Daily Membership (ADM) – ADM is calculated according to rules and regulations of the State Board of Education. ADM is (1) the sum of the total number of days a student is enrolled (2) divided by the number of days school is in session during this period.¹

Average one-way miles to center – The average mileage for a one-way trip from a school to a CTE (career and technical education) center.

Benefits for Transportation and Maintenance and Operations Personnel – Benefits for transportation personnel are based on a transportation funding formula. Benefits for maintenance and operations personnel are based on a maintenance and operations funding formula.

Calculated Square Footage – Derived by adding together the K-4, 5-8, and 9-12 square footage requirement.

Capital Outlay – Capital expenditures for a school system. See Exhibit 1 for a detailed explanation of calculation.

Career Technical Education Center Transportation – The cost of transporting CTE students from a school building to a CTE center that is not at the same location as the school. In FY2011 the state's allocation is calculated by (1) taking a system's total FTEADM transported and (2) multiplying by the average number of one-way miles to the center. This figure is then (3) multiplied by the unit cost (\$27.91). Next, (4) the total is multiplied by 75 percent to determine the amount the state pays.

Career Technical Grade 11 – The grade at which exit exams are administered. The funding level is derived by the cost of the Work Keys exam. Note: The State Board of Education revised the High School Policy in January 2008, which eliminates the Gateway (exit) exams. Students entering 9th grade in 2009-10 and after will be required to take 10 end-of-course assessments instead of the current exit exams. Students in the graduating classes of 2009, 2010, 2011, and 2012 still must pass the Gateways to graduate.

[Center for Business and Economic Research, University of Tennessee \(CBER\)](#) – A research facility at the University of Tennessee that provides data pertaining to fiscal capacity, CDF, inflation indices, etc., used in calculating BEP categories. Currently, CBER's fiscal capacity model is used as 50 percent of the fiscal capacity index for calculating the BEP.

Classroom Category – One of three categories of the BEP formula, the classroom category comprises funding allocations for classroom assistants, nurses, equipment, materials, supplies, and other related classroom functions.

Classroom Materials and Supplies – Various items used in the classroom to enhance student education.
Classroom-related Travel – Student and teacher travel, such as field trips.

Combined Social Security and Retirement Rates – The benefit rate at which various levels of personnel are calculated. Currently, the social security (FICA) rate is 7.65 percent. Retirement benefits for certificated personnel are calculated using 9.05 percent of salary. Similarly, retirement benefits for classified personnel are calculated using 10.52 percent of salary. These figures are provided by the Tennessee Consolidated Retirement System.
Contact Hour – An hour of student time that is supervised by licensed personnel.

County CDF – The County Cost Differential Factor (CDF) is used to adjust the BEP funding in systems where the cost of living in the county is greater than the statewide average. The adjustment is applied only in systems where the ratio between county nongovernment wages and statewide nongovernment wages is greater than one. No adjustment is made to systems with ratios less than one (i.e., cases in which county nongovernment wages are less than statewide nongovernment wages). See Appendix C.

Custodian – Maintains the school building and grounds. In FY2011 funds for custodians are allocated on the basis of one per 22,376 square feet rounded to the nearest ½ position. See Exhibit 1 for a detailed explanation of calculation.

Custodian Salary Allocation – The salary unit cost for custodians. In FY2011 this cost is \$20,500.

Total Custodian Salary Allocation – Derived by multiplying (1) the custodian salary allocation by (2) the system's county CDF (cost differential factor).

Debt Service Period – The period in months or years over which debt is amortized. Currently this period is set at 20 years.

Debt Service Rate – The interest rate at which debt is incurred. Currently, this rate is set at six percent.

Director's Attendance Report – A database into which school directors report average daily membership (ADM). ADM is submitted by a school system to the Department of Education at the end of each 20-day period (month).

Duty-free Lunch – Allows for a period of time for teachers to eat lunch without students present. In FY2011 funds for duty free lunch are allocated at the rate of \$10.25 per pupil.

End-of-course (EOC) exams—Students entering grade 9 in 2009-10 and later will be required to take 10 end-of-course assessments instead of the current exit exams (also called the Gateway exams). Students will have to pass the courses in which EOCs are given, but will not have to pass the tests themselves to receive a diploma. The EOC test grades will count 20 percent toward students' final semester grades for the first two years and 25 percent thereafter. Students in the graduating classes of 2009, 2010, 2011, and 2012 still must pass the three Gateway exit exams to graduate. Five of the end-of-course exams are already in place (Algebra I, English I, English II, Biology, and U.S. History) and five others will be phased in as resources permit (English III, Geometry, Algebra II, Chemistry, and Physics.)

Equipment Allocation Rate – In addition to the capital outlay cost of construction, a component for capital outlay equipment is included and funded at 10 percent of the subtotal estimated cost of construction.

Estimated Cost of Construction – The estimated cost of construction differs among grade levels. The funding level is derived from RSMeans' (a national supplier of construction cost information) square footage cost, which is inflated annually.

Exit Exams – High-stakes assessments aligned with state content and performance standards. Tennessee's required students to pass three Gateway exit exams (English II, Algebra I, and Biology I) in order to graduate high school. Note: The State Board of Education revised the High School Policy in January 2008, which eliminates the Gateway (exit) exams. Students entering 9th grade in 2009-10 and after will be required to take 10 end-of-course assessments instead of the current exit exams. Students in the graduating classes of 2009, 2010, 2011, and 2012 still must pass the Gateways to graduate.

45% of Pupil Transportation – Forty-five percent of total transportation funding is calculated for salary and benefits.

Fiscal Capacity Index – The calculation of the ability of a county to fund the BEP from local sources. See Appendix D.

Full Time Equivalent (FTE) – The total number of students' contact hours in a program during one school week divided by the number of hours required for a school week as established by the State Board of Education for kindergarten through grade 12.

Full-Time Equivalent Average Daily Membership (FTEADM) – The total number of instructional contact minutes a student experiences in a program during the day as compared to or divided by the total instructional minutes of the day. A student enrolled in academic courses for the full day's instructional time is full-time (and counts as one ADM) in the academic path. A student enrolled in vocational courses for the full day's instructional time is full-time (one ADM) for the vocational path. Note: In 2007, the General Assembly passed Public Chapter 367, which eliminated the two-path curriculum in Tennessee. The State Board of Education subsequently revised the High School Policy to require one academic path for all students.

FTEADM Transported – Applies to full-time equivalent average daily membership used to calculate transportation costs for CTE (career and technical education) centers that are not on a school campus.

Funded ADM – Weighted sum of ADM (Average Daily Membership) in months 2, 3, 6, and 7 of the school year. Weights are:

Month 2 – 12.5%

Month 3 – 17.5%

Month 6 – 35.0%

Month 7 – 35.0%

Grade Level ADM – Average Daily Membership (ADM) by grade as reported on Director's Attendance Report.

Grand Total Capital Outlay Funding – The subtotal of the estimated cost of construction plus the equipment allocation rate, added to the architect's fees amortized over the debt service period (20 years) at the debt service rate (six percent). The amortization cost is then divided by the life expectancy (40 years).

Identified and Served (I&S) – Refers to students who meet the criteria to be eligible for and receive special education services.

Instructional Category – One of three categories of the BEP formula. The instructional category comprises the funding allocation for professional educator and administrator positions.

Instructional Equipment – Equipment used by teachers during the instructional school day. See Exhibit 1 for a detailed explanation of calculation.

Insurance Allocation for Transportation and Maintenance and Operations Personnel – The total insurance allocation for transportation and maintenance and operations personnel. Derived by dividing (1) the total allocation for transportation and maintenance and operation salaries (with Cost Differential Factor adjustment) by (2) the non-classroom insurance premium percentage of salary.

Insurance Premium Amount – The unit BEP allocation amount of paid premium insurance. This amount varies among BEP components. See Appendix B for a detailed explanation of calculation.

Licensed personnel – Any person employed by an LEA and for whom licensure is required by law as a condition of employment.

Life Expectancy – The anticipated usable life of a school building. Currently this rate is set at 40 years.

Maintenance and Operations – Personnel responsible for overseeing maintenance and repair of equipment and facilities. See Exhibit 1 for a detailed explanation of calculation.

Min = one per county, split based on share of total ADM – For some items in the BEP formula, a minimum of one position per county is generated. For counties with more than one school system, funding is split based on each school system's share of the county's total ADM.

Non-classroom Category – One of three categories of the BEP formula. The non-classroom category consists of the funding allocations for superintendents, technology coordinators, system and school secretaries, custodians, pupil transportation, and capital outlay.

Non-classroom Insurance Premium Percent of Salary – The non-classroom insurance premium for transportation and maintenance and operations employees presented as a percentage of total salary for transportation and maintenance and operations personnel.

Non-instructional Equipment – Any equipment that is not for classroom use (i.e., office supplies).

Nurse – A healthcare professional who, among other responsibilities, provides direct health care to students and staff who become injured or ill during the day. The BEP funds one nurse for every 3,000 ADM (3,000:1).

Nurse Salary Allocation – The salary unit cost for nurses. Currently this cost is \$38,000.

Other Professional - Psychologist – Evaluates and analyzes students; works with teachers to help students with problems of a psychological nature. The BEP funds one psychologist for every 2,500 ADM (2,500:1).

Other Non-classroom Allocations – Includes non-instructional equipment, pupil transportation, maintenance and operations, benefits for transportation and maintenance and operations personnel, and capital outlay.

Other Professional - Social Worker – Works with school personnel and children regarding matters that typically involve welfare casework. The BEP funds one social worker for every 2,000 ADM (2,000:1).

Positions – The total number of educators allocated through the BEP formula for a specific category. This is calculated by dividing ADMs by the ratio for each specific classification. Principal – The educator who holds executive authority for a school. Principals are allocated according to school level data. See Exhibit 1 for a detailed explanation of calculation.

Pupil Transportation – Personnel responsible for bus scheduling, busing of students, maintenance of school district vehicles, etc. See Appendix F.

Ratio – The factor used to determine the number of positions or dollar amounts for each BEP position classification.

Ratio Adjusted for Planning Period (one period of six total periods) – Describes the method of providing for planning time for regular grade 7-12 teachers and vocational (CTE) teachers. This is calculated by multiplying the number of positions earned by 6/5 or 1.2. The formula used to calculate grade 7-12 regular classroom and vocational teachers also provides for rounding to the nearest one-half position.

Regular ADM – Average Daily Membership (ADM) for grades K-12 and special education options 7-9 as reported on the Director's Attendance Report.

Regular K-12 + Options 7-9 – The number of regular kindergarten through grade 12 students added to the number of special education option 7,8, and 9 students.

Retirement/FICA Allocation for Transportation and Maintenance and Operations Personnel – The total allotment for retirement and social security for transportation and maintenance and operations personnel.

Salary Allocation for Assistants – The salary unit cost for assistants. In FY2011 this cost is \$19,000.

Salary Allocation for Superintendents – The salary unit cost for superintendents. In FY2011 this cost is \$91,600.

School Counselor – Guides students in choosing future career options and academic goals. In FY2011 funding is allocated for one school counselor in grades K-6 for every 500 ADM (500:1). In grades 7-12 and career technical funding is allocated for one school counselor for every 350 ADM (350:1).

School Enrollment – Full-Time Equivalent Average Daily Membership (FTEADM) for grades K-12 and special education options 7-9 as reported on the Director's Attendance Report.

School Secretary – Handles clerical duties for a school. School secretaries are funded using school level data. See Exhibit 1 for a detailed explanation of calculation.

School Secretary Salary Allocation – The salary unit cost for School Secretarial Support. For FY2011 this cost is \$26,800.

7-12 + CTE – Refers to students in grades 7-12 and in Career and Technical Education (CTE) programs.

60% of maintenance and operations – Sixty percent of Maintenance and Operations funding is calculated for salary and benefits.

Special Education Assessment – Reflects the cost of giving assessments in special education classes. Funding is allocated according to the actual cost of the Work Keys exam. In FY2011 this amount is \$11.25.

Special Education Identified and Served (Options 1-10) – Average Daily Membership (ADM) for Primary and Secondary Options 1-10 as reported on the Director's Attendance Report. See Appendix G.

Square Footage Requirement – Used to calculate capital outlay. The square footage requirement differs among grade levels. See Exhibit 1 for a detailed explanation of calculation.

State Percent for Instructional Category – The portion of instructional funds generated by the BEP that the state pays. The state currently pays 70 percent for instructional category costs.

Substitute Teacher – Provides instruction to students in the absence of a regularly assigned teacher. For FY2011 funding is allocated at the rate of \$56.00 per ADM.

Subtotal Estimated Cost of Construction – The sum of square footage allocation for kindergarten through grade 4, grades 5 through 8, and grades 9 through 12.

Superintendent – The person with executive authority for a school system. Typically the chief decision maker in each system. Each county is allocated one superintendent. Each system within a county receives a share of the position based on the system's proportion of the county ADM. The location is multiplied by the superintendent's salary. For FY2011 this salary is \$91,600.

Supervisor – Personnel with authority for a specific function of a school, such as attendance, materials, and instruction. See Exhibit 1 for a detailed explanation of calculation.

Supervisor Systemwide Regular – Personnel with authority for regular education functions for kindergarten through grade 12 in a school system. Functions normally relate to attendance, materials, and instruction. See Exhibit 1 for a detailed explanation of calculation.

Supervisor Systemwide Special Education – Personnel with authority for special education functions, such as attendance, materials, and instruction, for a school system. Special education supervisors are calculated at the ratio of one per 750 identified and served students, rounded to the nearest ½ position (750:1).

Supervisor Systemwide Vocational – Personnel with authority for vocational education functions, such as attendance, materials, and instruction, for a school system. Vocational education supervisors are calculated at the ratio of one per 1,000 vocational education students, rounded to the nearest ½ position (1,000:1).

System BEP Instructional Salary – The salary unit cost for instructional personnel. In FY2011 this cost is \$38,000.

System Secretarial Support – Handles clerical duties for a school system. See Exhibit 1 for a detailed explanation of calculation.

System Secretarial Support Salary Allocation – The salary unit cost for system secretarial support. In FY2011 this cost is \$34,300.

Teacher, Art – Instructs students in painting, drawing, sculpture, art history, and use of different forms, lines, or mediums in regard to art. Elementary art teachers are calculated at the ratio of one per 525 ADM (525:1) in grades K-6, rounded to the nearest ½ position.

Teacher, Career Technical – Instructional personnel in career technical classrooms. See Exhibit 1 for a detailed explanation of calculation.

Teacher, English as a Second Language (ESL or ELL) – Instructs students who are not proficient in the English language. Students are taught grammar, vocabulary, pronunciation, and the basics of the English language. English language learner teachers are calculated at a ratio of one per 30 ADM (30:1) pupils identified and served.

Teacher, Librarians –Responsible for library services, acquisitions, and organization of the school libraries. Librarian positions are calculated using school level data. See Exhibit 1 for a detailed explanation of calculation.

Teacher, Music – Works with students to develop an understanding of harmony, melody, and rhythm. Elementary music teachers are calculated at the ratio of one per 525 ADM (525:1) in grades K-6, rounded to the nearest ½ position.

Teacher, Physical Education – Instructs students regarding the care and development of the human body, stressing athletics and fitness. Elementary physical education teachers are calculated at the ratio of one per 350 ADM (350:1) in grades K-4 rounded to the nearest ½ position and one per 265 ADM (265:1) in grades 5-6 rounded to the nearest ½ position. Positions are calculated using systemwide grade level ADM.

Teacher, Regular – Instructional personnel in academic K-12 classrooms. See Exhibit 1 for detailed explanation of calculation.

Teacher, Special Education – Instructional personnel in special education classrooms. See Exhibit 1 for detailed explanation of calculation.

Teacher, Special Education Option 1 – see Appendix G.

Teacher, Special Education Option 2 – see Appendix G.

Teacher, Special Education Option 3 – see Appendix G.

Teacher, Special Education Option 4 – see Appendix G.

Teacher, Special Education Option 5 – see Appendix G.

Teacher, Special Education Option 6 – see Appendix G.

Teacher, Special Education Option 7 – see Appendix G.

Teacher, Special Education Option 8 – see Appendix G.

Teacher, Special Education Option 9 – see Appendix G.

Teacher, Special Education Option 10 – see Appendix G.

Teacher, Translators – Assists in instructing students who are not proficient in the English language. Translators are calculated at a ratio of one per 300 pupils (300:1) identified and served. The calculation is rounded to the nearest ½ position.

Technology – Refers to an area of teaching that specializes in computer and technology courses. \$20 million is distributed to each system based on their percent of ADMs to total statewide ADMs. For FY2011 the average rate per ADM is \$21.06.

Technology Coordinator – Educator who supports curriculum needs in technology, including audio, computer, and video technologies. Also responsible for maintaining school computer systems. Technology coordinators are calculated using a ratio of one per 6,400 ADM (6,400:1), rounded to the nearest ½ position. Each system receives a minimum of one coordinator.

Technology Coordinator Salary Allocation – The salary unit cost for technology coordinators. For FY2011 this cost is \$38,000.

[Tennessee Advisory Commission on Intergovernmental Relations \(TACIR\)](#) – A state organization consisting of public officials from state and local governments and private citizen members, which serves as a forum for the discussion and resolution of intergovernmental problems. TACIR provides a model used for calculating 50 percent of BEP fiscal capacity index.

Textbooks – Books used in schools for the study of a subject. A textbook needs estimate is provided by the Office of Textbook Services within the Department of Education. Textbook funds for FY2011 are allocated at the rate of \$76.75 per pupil.

Total ADM – Represents the ADM for grades K-12, special education options 7-9, and vocational Full-Time Equivalent Average Daily Membership (FTEADM) as reported in the Director's Attendance Report.

Total All Assistant Positions – Total BEP-generated number of assistants, including kindergarten through grade 6 instructional assistants, special education options 5, 7, and 8 assistants, and library assistants.

Total All Classroom Allocations – (1) Total BEP-generated allocation for nurses and assistants added to (2) total BEP-generated other allocations.

Total All Nonprofessional Education Positions – Derived by adding (1) the total BEP-generated nurses in a system to (2) the total BEP-generated assistant positions.

Total Allocation for Non-classroom Positions – The sum of (1) total BEP-generated superintendent salary allocation, (2) total BEP-generated superintendent social security and retirement allocation, (3) total BEP-generated technology coordinator salary allocation, (4) total BEP-generated technology coordinator social security and retirement allocation, (5) total BEP-generated insurance allocation for superintendents and technology coordinators, (6) total BEP-generated system secretarial support salary allocation, (7) total BEP-generated system secretarial support social security and retirement allocation, (8) total BEP-generated school secretaries salary allocation, (9) total BEP-generated school secretaries social security and retirement allocation, (10) total BEP-generated custodian salary allocation, (11) total BEP-generated custodian social security and retirement allocation, and (12) total BEP-generated insurance allocation for system and school support.

Total Allocation for Nurses and Assistants – Derived by adding (1) total BEP-generated salary allocation for nurses and assistants to Cost Differential Factor (CDF), (2) total BEP-generated social security and retirement allocation, and (3) total BEP-generated insurance allocation for nurses and assistants.

Total Allocation for Professional Education Positions – The sum of a system's (1) total BEP-generated salary allocation, (2) total BEP-generated social security and retirement allocation, and (3) total BEP-generated insurance premium allocation for all BEP-generated professional positions.

Total Allocation for Transportation and Maintenance and Operations Personnel Salaries – The sum of (1) pupil transportation salary/benefits and (2) maintenance and operations salary/benefits.

Total Allocation for Transportation and Maintenance and Operations Salaries with Cost Differential Factor – The total BEP-generated allocation for transportation and maintenance and operations salaries adjusted by applying the county CDF (cost differential factor) rate.

Total Career Technical Education Center Transportation – The cost of transporting CTE (career and technical education) students from a school building to a CTE Center that is not at the same location as the school. The BEP allocation is calculated by taking a system's total FTEADM transported and multiplying it by the average one-way miles to the center. This figure is then multiplied by the unit cost (\$27.91 in FY2011).

Total Eligible – The total number of at-risk students in a school system.

Total Insurance Allocation for Nurses and Assistants – Derived by multiplying (1) total BEP-generated all nonprofessional education positions by (2) the applicable insurance premium amount.

Total Insurance Allocation for System and School Support – Derived by multiplying (1) total BEP-generated system and school support positions by (2) the applicable insurance premium amount.

Total Insurance Allocation for Superintendent and Technology Coordinator – Derived by multiplying a system's (1) BEP-generated superintendent and technology coordinator positions by (2) the applicable insurance premium amount.

Total Insurance Premium Allocation – A system's (1) paid premium insurance amount multiplied by (2) the number of BEP-generated professional positions.

Total Other Allocations – The sum of (1) at-risk student population, (2) substitute teachers, (3) alternative schools, (4) duty-free lunch, (5) textbooks, (6) classroom materials and supplies, (7) instructional equipment, (8) classroom-related travel, (9) exit exams, (10) career technical education center transportation, and (11) technology.

Total Salary Allocation – The allocation amount derived from multiplying (1) a system's number of BEP-generated professional positions by (2) the system BEP instructional salary and by (3) the county CDF.

Total Salary Allocation for Assistants – The allocation amount derived from multiplying (1) a system's total BEP-generated number of assistant positions by (2) the BEP salary allocation for assistants.

Total Salary Allocation for Nurses – Obtained by multiplying (1) a system's total BEP-generated number of nurse positions by (2) the BEP salary allocation for nurses.

Total Salary Allocation for Nurses and Assistants – The allocation amount derived from adding (1) a system's total BEP-generated salary allocation for nurses to (1) a system's total BEP-generated salary allocation for assistants.

Total Salary Allocation for Nurses and Assistants with cost differential factor – The allocation amount derived from (1) adding a system's total BEP-generated salary allocation for nurses to (2) a system's total BEP-generated salary allocation for assistants and then (3) multiplying the total by the system's county CDF (cost differential factor).

Total School Secretaries Salary Allocation – Derived by multiplying (1) the school secretaries salary allocation by (2) the system's county CDF (cost differential factor).

Total Social Security and Retirement Allocation – Determined by multiplying (1) a system's total salary allocation by (2) the combined social security and retirement rates.

Total Square Footage Requirement – The sum of the square footage requirements for (1) kindergarten through grade 4, (2) grades 5 through 8, and (3) grades 9 through 12.

Total Superintendent and Technology Coordinator Positions – The sum of a system's (1) BEP-generated superintendent positions and (2) BEP-generated technology coordinator positions.

Total Superintendent Salary Allocation – The allocation amount derived from multiplying (1) a system's total BEP-generated salary allocation for superintendents by (2) the system's county CDF (cost differential factor).

Total System and School Support Positions – The sum of (1) BEP-generated system secretarial support positions, (2) BEP-generated school secretarial positions, and (3) BEP-generated custodians.

Total System Instructional Allocation – Determined by (1) multiplying a system's total BEP-generated allocation for professional education positions by the state percent for instructional components, and (2) applying the CDF adjustment.

Total System Secretarial Support Salary Allocation – Derived by multiplying (1) the system secretarial support salary allocation by (2) the system's county CDF (cost differential factor).

Unit Cost – The unit cost for each component is based on FY2011 data.

Vocational FTEADM – Full-Time Equivalent Average Daily Membership (FTEADM) as reported on the Director's Attendance Report for vocational education.

Funding Levels

Salaries used in BEP calculation:

Teachers and Other Licensed Personnel

The BEP allocation for salaries for each school system is based on:

- The number of each type of position generated by the cost components
- The current salary cost unit for instruction personnel = \$38,000
- Average annual superintendent salary = \$91,600 per county

Other Personnel

- Average annual library/instructional assistant salary = \$19,000
- Average annual custodian salary = \$20,500
- Average annual school secretary salary = \$26,800
- Average annual system secretary salary = \$34,300

Systemwide ADMs serve as the basis for all certificated positions, with the exception of Principals, Assistant Principals, Librarians, Library Assistants, and School Secretaries. These five positions are calculated using school-level data.

Endnotes

¹ TCA 49-3-302



OFFICES OF RESEARCH AND EDUCATION ACCOUNTABILITY
Phillip Doss, Director
Suite 1700, James K. Polk Building ▪ 505 Deaderick Street
Nashville, Tennessee 37243 ▪ (615) 401-7911
www.tn.gov/comptroller/orea

