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## **A study concerning procedures for allocating high school teachers. November, 1973**

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A STUDY CONCERNING PROCEDURES FOR ALLOCATING  
HIGH SCHOOL TEACHERS

November, 1973

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## INTRODUCTION

As requested by the Superintendent, the following data and recommendations are presented as a basis for improving procedures for allocating high school teachers. Recommendations in this report were developed from the data presented in the first section and suggestions from the Assistant Superintendent, Area Directors, Personnel Director, Director of Specialized Educational Services, Assistant Director for Budgeting Services, High School Principals and Assistant Principals responsible for student scheduling.

Interviews and suggestions from the previously-mentioned personnel were used to obtain information in the report. Additional sources of obtaining data were the Payroll Master File, "Allocation and Assignment Book" retained in the Personnel Division, Grade Report Master File, and Budgeting Services' Allocation Sheet.

SECTION I

DATA PRESENTATION

Table I shows the gross allocations for high school teachers during Fall, 1973 as reported by different sources. The figures for the Personnel Division were obtained from the "Allocation and Assignment Book." Allocations determined by the Assistant Superintendent were obtained from "Bulletin No. 12--Teacher and Teacher Aide Allocations for 1973-74" dated October 2, 1973. Budget Services' allocation figures were obtained from a gross allocation sheet; the figures do not include counselors, librarians, LVEC's, or audio-visual coordinators.

TABLE I

TEACHER ALLOCATIONS--FALL, 1973

	<u>East</u>	<u>LaFollette</u>	<u>Memorial</u>	<u>West</u>
Personnel	122.53	105.40	85.7	121.9
Budget Services	122.50	105.40	79.0	120.9
Assistant Supt.	122.53	105.40	85.7	122.05

A factor which may explain the variations in gross allocations from the above three sources is the different time periods allocations are determined; e.g., Personnel Division figures were effective October 18, 1973 and Budget Services figures were effective September, 1973. In addition, the gross allocations determined by the Assistant Superintendent were effective August 27, 1973. Allocation changes in the Personnel Division are initiated by a "Personnel Allocation Change Notice" from the Assistant Superintendent during the school year. The Assistant Director of Budgeting Services maintains a record

of gross allocations by direct communication with the Superintendent, Assistant Superintendent and Area Directors.

The information presented in the following Tables was obtained from the High School Grade Report Master File (Oct. 19, 1973), Payroll File, and the "Allocation and Assignment Book" in the Personnel Division. It was assumed that the information listed in the previously-mentioned sources is the most accurate information available. Table II shows the total number of sections below 15 and 20 enrollees, the total number of sections above 30 enrollees, average number of total students being taught per teacher, average number of student contact hours per week per teacher, and total teacher allocations. A section is defined as a group of students or a class scheduled on the Grade Master File. Sections do not represent one particular time period; i.e., a section may be forty minutes, three hours, or another time variable, depending on the method used for scheduling courses. The average number of total students being taught per teacher was calculated by adding the total number of teachers in a high school and dividing the total into the total number of students being taught by the teachers. This information was obtained from the Grade Report Master File. Average number of student contact hours per week per teacher was calculated by using a "modular" or "period" student schedule for each high school. The modules and periods were listed on the October 19, 1973 update of the Grade Master File. A figure showing each teacher's number of student contact hours per week was calculated by using a module (20 minutes) or a period (1 hour) and adding the number of modules or periods being taught during a week. It is recognized that a period is actually fifty minutes, but the additional ten minutes was included to show one-hour periods. Assuming a teacher is scheduled for five periods, five days per week, then the ten additional minutes would amount to about four hours per week. The average number of student contact hours per week per teacher represents only the courses identified

TABLE II

SUMMARY OF HIGH SCHOOL COURSE OFFERINGS  
AND TEACHER ALLOCATIONS--FALL, 1973

	East	LaFollette	Memorial	West
1. # of Sections Below 15 Enrollees	39	29	25	12
2. # of Sections Below 20 Enrollees	106	69	75	61
3. # of Sections Above 30 Enrollees	92	159	78	177
4. Average # of Total Students Being Taught Per Teacher	150	141	138	135
5. Average # of Student Contact Hours Per Week Per Teacher	23	24	21	15*
6. Total Teacher Allocations	121.28	103.66	85.4	120.70

\*Figures were not available for West High School Physical Education courses due to the student scheduling method used at West High.

on the Grade Master File. Total teacher allocations were obtained from the Personnel Division's "Allocation and Assignment Book" and the Payroll Master File.

Table III shows the information presented in Table II by academic area. The subject headings were selected by using the "1973-74 Staff Directory" which lists each teacher under a general subject heading. Information presented in Table III does not reflect variation in programs and is intended to show general, summarized information for each high school. The purpose of presenting this type of information is to show a general pattern of existing teacher assignments

TABLE III

SUMMARY OF HIGH SCHOOL COURSE OFFERINGS  
AND TEACHER ALLOCATIONS BY ACADEMIC AREA--FALL, 1973

	Art	Arts- Ind.	Business Education	Driver Education	English- Reading	Home Ec.	Languages	Math	Music	Phy. Ed.	Science- Chem.	Soc. Studies
<b>I. EAST</b>												
A. # of Sections Below 15 Enrollees	2	2	3	--	12	1	3	3	2	1	4	6
B. # of Sections Below 20 Enrollees	8	8	14	--	20	3	8	13	--	7	10	15
C. # of Sections Above 30 Enrollees	--	1	11	8	5	--	1	7	7	28	2	22
D. Average # of Total Students Being Taught Per Teacher	118	133	128	190	129	133	133	132	170	276	140	152
E. Average # of Student Contact Hours Per Week Per Teacher	23	24	23	25	25	25	24	23	15	23	24	21
F. Total Teacher Allocations	5.0	9.14	11.0	2.0	17.0	5.0	7.0	14.0	3.0	10.0	13.14	25.0
<b>II. LAFOLLETTE</b>												
A. # of Sections Below 15 Enrollees	2	10	5	--	5	--	--	1	4	--	--	2
B. # of Sections Below 20 Enrollees	5	16	8	--	24	--	2	3	5	--	1	5
C. # of Sections Above 30 Enrollees	1	--	8	4	31	2	7	17	10	52	6	21
D. Average # of Total Students Being Taught Per Teacher	123	116	117	134	128	131	126	132	218	302	123	126
E. Average # of Student Contact Hours Per Week Per Teacher	25	26	25	12	24	25	24	24	24	22	23	23
F. Total Teacher Allocations	4.0	8.28	9.44	2.0	20.6	3.6	3.8	11.70	2.7	8.0	12.14	17.4

	Art	Arts- Ind.	Business Education	Driver Education	English- Reading	Home Ec.	Languages	Math	Music	Phy. Ed.	Science- Chem.	Soc. Studies
III. <u>MEMORIAL</u>												
A. # of Sections Below 15 Enrollees	1	7	--	1	2	4	3	--	1	5	1	--
B. # of Sections Below 20 Enrollees	4	26	4	7	6	4	5	--	1	9	4	5
C. # of Sections Above 30 Enrollees	2	--	6	--	13	2	1	2	8	37	2	5
D. Average # of Total Students Being Taught Per Teacher	128	113	143	136	120	128	120	128	178	246	126	125
E. Average # of Student Contact Hours Per Week Per Teacher	18	24	15	23	22	19	21	20	17	19	21	23
F. Total Teacher Allocations	4.0	5.2	5.0	2.0	14.4	3.0	6.4	10.8	2.4	8.0	11.0	13.2
IV. <u>WEST</u>												
A. # of Sections Below 15 Enrollees	--	2	2	--	1	--	2	--	5	--	--	--
B. # of Sections Below 20 Enrollees	1	18	13	--	2	5	11	4	5	--	2	--
C. # of Sections Above 30 Enrollees	1	--	12	3	50	--	5	8	7	40	2	49
D. Average # of Total Students Being Taught Per Teacher	131	86	112	142	126	103	117	129	180	296	124	131
E. Average # of Student Contact Hours Per Week Per Teacher	17	17	18	20	15	17	16	16	18	Not Available	16	15
F. Total Teacher Allocations	5.28	10.42	10.3	2.0	20.44	4.0	10.6	15.52	3.0	9.0	11.56	18.58



for each high school which should be used with the more detailed information in the following pages of this report. Section II of this report will suggest how the information could be used for allocating teachers at the high school level.

Tables IV A, V A, VI A, and VII A, show course offerings for each high school. Course titles were obtained from the Grade Reporting Master File. The enrollee numbers shown in the tables were reported by the high school assistant principal on October 19, 1973. Reference can be made to the tables to identify courses with less than 15, 20 or more than 30 enrollees. If additional information is desired, Tables IV B, V B, VI B, and VII B show each teacher's name under subject teaching. In addition, the following information is provided: (1) allocation by Personnel Division, (2) percentage of pay as listed on the payroll master file, (3) total number of students being taught, (4) subjects teaching, (5) number of periods or modules section meets per week with the days specified, and (6) number of student contact hours per week.

This concludes the first section of the report. If any questions exist regarding the data, working copies of all calculations have been retained for further clarification. The data shows a pattern of lower student contact hours per week for teachers at high schools using modular student scheduling than teachers at high schools using a traditional student scheduling method. The following section of the report includes recommendations for using the information during the high school teacher allocation process.

TABLE IV A

EAST HIGH SCHOOL COURSE OFFERINGS  
AND STUDENT ENROLLEE NUMBERS--FALL, 1973

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Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>ART</u>	<u>23</u>	21	<u>2</u>	<u>8</u>	
<u>ARTS-INDUSTRIAL</u>					
Woodwork	6	26			
Power Mechanics	6	26			
General Metals	5	25		1	
Metalcraft	1	22			
Auto Mechanics	7	25			
Drafting	9	21	1	3	
Graphic Art	2	20			
Plastics	6	18	1	4	
Electronics	2	28			1
Sub Totals	<u>44</u>		<u>2</u>	<u>8</u>	<u>1</u>
<u>BUSINESS EDUCATION</u>					
Typing	18	28	1	6	7
Recordkeeping	1	28			
Bookkeeping	8	26		1	1
Coop. Office Ed.	1	22			
Coop. Work Exp.	3	22			
Office Practice	1	14	1		
Rapid Writing	1	30			
Data Processing	1	27			
General Business	1	30			
Business Arith	1	25			
Business Law	1	27			
Shorthand	4	24		1	1

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>BUSINESS EDUCATION (Cont.)</u>					
Mkkg. + Car. Dev.	3	29			2
Mkkg. Manag.	2	18		2	
Mkkg. Coop. Exp.	4	18		2	
Machine Calc.	1	15		1	
Trans. Machines	1	14	1	1	
Sub Totals	<u>52</u>		<u>3</u>	<u>14</u>	<u>11</u>
<u>DRIVER EDUCATION</u>					
Traffic Safety	<u>10</u>	<u>33</u>			<u>8</u>
<u>ENGLISH AND READING</u>					
English	54	24	1	9	4
Journalism	1	33			1
Studied Comp.	1	19		1	
Comm.	2	18		2	
Reading	7	12	4	6	
Creative Writing	2	22		1	
Dev. Reading	3	28			
Speech	2	20		1	
IMC Survey Sem.	7	6	7		
Sub Totals	<u>79</u>		<u>12</u>	<u>20</u>	<u>5</u>
<u>HOME ECONOMICS</u>					
Food/Nutrition	1	19		1	
Nut + Meal Manag.	2	24			
Consumer Ed.	1	26			
Family Life	2	27			
Survey Home Ec.	1	15		1	
HERO Survey	1	20			

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>HOME ECONOMICS (Cont.)</u>					
HERO Empl. Study	1	21			
HERO Coop	2	21			
Creative Textile	3	24			
Child Dev.	3	28			
Food & People	3	24			
Ind. Clothing	2	22			
Bach. Know-How	3	21	1	1	
Sub Totals	<u>25</u>		<u>1</u>	<u>3</u>	
<u>LANGUAGES</u>					
French	10	20	1	3	
German	7	23	1	1	1
Spanish	13	25		2	
Latin	3	17	1	2	
Explor. Lang.	1	21			
Sub Totals	<u>34</u>		<u>3</u>	<u>8</u>	<u>1</u>
<u>MATH</u>					
Algebra-Gen. Math	25	24		4	2
Math Fund	3	26			
Geometry	16	28			4
Algebra	10	24		3	1
General Math	4	14	3	4	
Ref. Math	3	22		1	
Calculus	2	23		1	
Sub Totals	<u>63</u>		<u>3</u>	<u>13</u>	<u>7</u>
<u>MUSIC</u>					
	<u>10</u>	44	<u>2</u>		<u>7</u>
<u>PHYSICAL EDUCATION</u>					
	<u>91</u>	30	<u>1</u>	<u>7</u>	<u>28</u>

Course Title	% of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>SCIENCE AND CHEMISTRY</u>					
Biology	34	24	1	4	1
Physics	4	25		1	
Agric. Sci.	5	17	3	3	
Earth Science	4	28			1
Physiology	1	25			
Physical Sci.	2	24		1	
Aerospace	2	27			
Chemistry	12	26		1	
Sub Totals	<u>64</u>		<u>4</u>	<u>10</u>	<u>2</u>
<u>SOCIAL STUDIES</u>					
Western Civilization	26	25	1	3	4
Social Studies	31	24	2	6	1
U.S. History	11	28			2
CORE	2	14	1	2	
Scope Amer. Lit.	1	28			
Romance-Realism	8	26			
Latin America	4	28			1
Myth/Arch	1	26			
Dec. Making	4	175			4
Regions-Am. Lit.	1	32			1
Mass Media	6	32			4
The Novel	1	22			
Area Studies	2	14	1	2	
China-Japan-Korea	6	30			2
India	2	28			

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>SOCIAL STUDIES (Cont.)</u>					
Africa	8	28			2
Community Issues	1	10	1	1	
Minority Groups	2	28			
Black Studies	1	19		1	
Romance Lit.	1	32			1
Regions Am. Lit.	1	28			
Sub Totals	<u>120</u>		<u>6</u>	<u>15</u>	<u>22</u>
TOTALS	<u>615</u>		<u>39</u>	<u>106</u>	<u>92</u>

BLE B  
EAST HIGH SCHOOL TEACHER ALLOCATIONS--FALL, 1973

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>ART</u>						
Richard Berge	1.0	100%	125	Art	(4) All 5	20
Richard Chvala	1.0	100%	135	Art	(5) All 5	25
Karen Field	1.0	100%	100	Art	(5) All 5	25
Henry Haugley	1.0	100%	130	Art	(5) All 5	25
Ray Edwards (Dept. Head)	1.0	100%	98	Jewelry Des.	(4) All 5	20
Sub Totals	<u>5.0</u>		<u>588</u>			<u>115</u>
<u>ARTS--INDUSTRIAL</u>						
Leland Ackley	1.0	100%	153	Woodwork	(5) All 5	25
Gilbert Bloom	1.0	100%	154	Power Mech.	(5) All 5	25
Robert Brockel	1.0	100%	130	Gen Metals Metalcraft Power Mech. Auto Mech.	(1) All 5 (1) All 5 (1) All 5 (1) All 5	20
Bernard Kane (Dept. Head)	1.0	100%	122	Gen. Metals	(4) All 5	20
Robert Reick	1.0	100%	82	Drafting Graphic Art	(2) All 5 (2) All 5	20
Kenneth Rouiller	1.0	100%	137	Electronics Drafting	(2) All 5 (3) All 5	25
Timothy Sample	1.0	100%	165	Auto Mech.	(6) All 5	30
Ray Stasieluk	1.0	100%	145	Drafting Woodwork	(4) All 5 (1) All 5	25
Michael Suchomel	1.14	*100%	131	Plastics	(6) All 5	30
Sub Totals	<u>9.14</u>		<u>1,219</u>			<u>220</u>

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per
<b>BUSINESS EDUCATION</b>						
Daniel Davis	1.0	100%	150	Typing Bookkeeping	(2) All 5 (2) All 5	20
Carol Durand	1.0	100%	139	Typing Shorthand Machine Calc. Trans. Machines	(3) All 5 (1) All 5 (1) MTW (1) THF	25
Estelle Goldenberg	1.0	100%	112	Typing Coop Office Ed. Coop. Work Exp. Office Practice	(1) All 5 (1) All 5 (3) All 5 (1) All 5	30
Norbert Kaczmarek (Dept. Head)	1.0	100%	103	Rapid Writing Data Process. Gen Business	(1) All 5 (1) All 5 (1) All 5	15
Doris Krage	1.0	100%	142	Typing Bookkeeping	(1) All 5 (4) All 5	25
John Meloy	1.0	100%	157	Typing Business Arith. Business Law	(3) All 5 (1) All 5 (1) All 5	25
Edna Pollock	1.0	100%	155	Typing Shorthand	(2) All 5 (3) All 5	25
John Waldman	1.0	100%	162	Typing Bookkeeping	(2) All 5 (2) All 5	20
Margaret Rathert	1.0	100%	98	Mkkg. + Car. Dev. Mkkg. Manag. Mkkg. Coop. Ex.	(2) All 5 (1) All 5 (2) All 5	25
Nick Scheuer	1.0	100%	59	Mkkg + Car. Dev. Mkkg. Manag. Mkkg. Coop Exp.	(1) All 5 (1) All 5 (2) All 5	20
Luella Collins	1.0	100%	130	Typing Recordkeeping	(4) All 5 (1) All 5	25
<b>Sub Totals</b>	<b>11.0</b>		<b>1,407</b>			<b>255</b>



Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>DRIVER EDUCATION</u>						
Larry Taubenheim	1.0	100%	194	Traffic Safety	(5) All 5	25
Dale Jenkins	1.0	100%	187	Traffic Safety	(5) All 5	25
Sub Totals	<u>2.0</u>		<u>381</u>			<u>50</u>
<u>ENGLISH AND READING</u>						
Sharon Bagdonas	1.0	100%	149	English	(5) All 5	25
Gary Bates	1.0	100%	139	English	(5) All 5	25
Gertrude Bayer	1.0	100%	161	English	(5) All 5	25
Donna Calvert	1.0	100%	138	English Journalism	(4) All 5 (1) All 5	25
Elvera Daul	1.0	100%	152	English Studied Comp.	(4) All 5 (1) All 5	25
Robert Draeger	1.0	100%	161	English Mass Media	(2) All 5 (3) All 5	25
Samuel Gibbs	1.0	100%	122	English Romance-Real.	(2) All 5 (2) All 5	20
Margaret Hanson	1.0	100%	135	English Comm	(4) All 5 (1) All 5	25
Jean Danielson	1.0	100%	115	English	(5) All 5	25
Corma Howley (Read. Consult.)	1.0	100%	109	Reading	(7) All 5	35
Richard Ihle	1.0	100%	77	English	(4) All 5	20
George Kelly	1.0	100%	164	English	(5) All 5	25
Alicemae Mielcarek (Dept. Head)	1.0	100%	99	English Creative Writ.	(1) All 5 (2) All 5	15

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<b>ENGLISH AND READING (Cont.)</b>						
Ethel Ripp	1.0	100%	136	Dev. Reading Comm. English	(3) All 5 (1) All 5 (1) All 5	25
Margaret Williams	1.0	100%	151	English Speech	(3) All 5 (2) All 5	25
Bruce Piddington	1.0	100%	152	English Regions-Am. Lit.	(4) All 5 (1) All 5	25
Eleanor Bowden	1.0	100%	39	IMC Survey Sem.	(7) All 5	35
Sub Totals	<u>17.0</u>		<u>2,199</u>			<u>425</u>
<b>HOME ECONOMICS</b>						
Janet Deadman	.6	60%	88	Food/Nutrition Nut.+ Meal Mgmt.	(1) All 5 (2) All 5	15
Audrey Lehman (Dept. Head)	1.0	100%	101	Surv. Home Ec. HERO Survey HERO Emp. Study HERO Coop.	(1) All 5 (1) All 5 (1) All 5 (2) All 5	25
Dorothy Orth	1.0	100%	148	Creative Textile Child Dev. Family Life	(1) All 5 (3) All 5 (1) All 5	25
Emily Harris	.4	40%	56	Consumer Ed. Family Life	(1) All 5 (1) All 5	10
Eleanor Rhinehart	1.0	100%	131	Food + People Ind. Clothing	(3) All 5 (2) All 5	25
Jane Sheffy	1.0	100%	140	Creative Textile Bach. Know-How	(2) All 5 (3) All 5	25
Sub Totals	<u>5.0</u>		<u>664</u>			<u>125</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>LANGUAGES</u>						
Dennis Bergren	.8	80%	106	German	(4) All 5	20
Janet Berry	.6	60%	69	French	(3) All 5	15
Kay Jarvis	1.0	100%	149	Spanish English	(4) All 5 (1) All 5	25
Otto Kral	1.0	100%	138	Spanish	(5) All 5	25
Barbara Mardones	1.0	100%	130	Spanish	(4) All 5	20
Lula Margetis	1.0	100%	131	Latin French Explor. Lang.	(2) All 5 (2) All 5 (1) All 5	25
Sarah Nelson	.6	60%	97	German	(3) All 5	15
Sarah Vaillancourt	1.0	100%	109	French	(5) All 5	25
Sub Totals	<u>7.0</u>		<u>929</u>			<u>170</u>
<u>MATH</u>						
Mary Benson	1.0	100%	147	Math Fund. Geometry Algebra	(1) All 5 (3) All 5 (1) All 5	25
James Carlson	1.0	100%	76	Gen. Math	(4) All 5	20
Robert Cleveland	1.0	100%	142	Gen. Math- Algebra	(5) All 5	25
Joseph Dresen	1.0	100%	147	Gen. Math-Algebra	(5) All 5	25
Allen Frawley	1.0	100%	145	Geometry Ref. Math Algebra	(3) All 5 (1) All 5 (1) All 5	25
Elinor Gbedey	1.0	100%	141	Gen. Math-Algebra	(5) All 5	25

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<b>MATH (Cont.)</b>						
Donna Hillemann	1.0	100%	115	Algebra	(4) A11 5	20
Elmer Homburg	1.0	100%	152	Geometry Algebra Ref. Math	(2) A11 5 (1) A11 5 (2) A11 5	25
Donald Horn (Dept. Head)	1.0	100%	88	Math Fund Geometry Physics	(1) A11 5 (1) A11 5 (1) A11 5	15
Stephen Lang	1.0	100%	153	Algebra-Gen. Math	(5) A11 5	25
Louise McGowan	1.0	100%	152	Math Fund Geometry Algebra	(1) A11 5 (1) A11 5 (3) A11 5	25
Herbert Mueller	1.0	100%	113	Geometry	(3) A11 5	15
Marvin Richter	1.0	100%	124	Algebra-Gen Math	(5) A11 5	25
Ronald Schenk	1.0	100%	152	Geometry Calculus	(3) A11 5 (2) A11 5	25
<b>Sub Totals</b>	<b><u>14.0</u></b>		<b><u>1,847</u></b>			<b><u>320</u></b>
<b>MUSIC</b>						
Albert Carr	1.0	100%	200	Music	(4) A11 5	20
Walton Nelson	1.0	100%	205	Music	(3) A11 5	15
Robert Woollen (Dept. Head)	1.0	100%	107	Music	(2) A11 5 (1) TH	11
<b>Sub Totals</b>	<b><u>3.0</u></b>		<b><u>512</u></b>			<b><u>46</u></b>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>PHYSICAL EDUCATION</u>						
Edward Woodard	1.0	100%	282	Boys P.E.	(5) MWF (5) TTH	25
Lyle Webster	1.0	100%	236	Boys P.E. Ice Skating	(3) MWF (4) TTH (2) MWF	23
Mary Richter	1.0	100%	272	Girls P.E. Swim	(1) MWF (4) TTH (4) MWF	23
Betty Nicka	1.0	100%	283	Girls P.E. Bowling Dance	(1) MWF (4) TTH (2) TTH (1) MWF	18
Robert Moerke	1.0	100%	309	Boys P.E. Swim Weight Train.	(4) TTH (3) MWF (2) MWF (1) TTH	25
Nancy Linton	1.0	100%	287	Girls P.E.	(5) MWF (4) TTH	23
Theresa Lagler (Dept. Head)	1.0	100%	247	Girls P.E. Bowling	(3) MWF (3) TTH (2) MWF	21
Claude Hungerford	1.0	100%	323	Boys P.E.	(5) MWF (5) TTH	25
Arthur Budzak	1.0	100%	260	Boys P.E.	(4) MWF (4) TTH	20
Patricia Baird	1.0	100%	266	Girls P.E. Dance	(3) MWF (5) TTH (2) MWF	25
Sub Totals	<u>10.0</u>		<u>2,765</u>			<u>228</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>SCIENCE AND CHEMISTRY</u>						
Scott Barrett	1.0	100%	153	Biology	(5) A11 5	25
Thomas Ellenbecker (Dept. Head)	1.0	100%	111	Physics	(3) A11 5	15
Irving Gerhardt	1.0		108	Agric. Sci	(5) A11 5	25
Barbara Hamilton	1.0	100%	154	Biology	(5) A11 5	25
Robert Hollander	1.0	100%	154	Biology	(5) A11 5	25
Carl Horstmeyer	1.0	100%	141	Biology	(5) A11 5	25
Vera Lee	1.0	100%	152	Biology	(5) A11 5	25
Ilah Ostrum	1.0	100%	146	Biology	(5) A11 5	25
Fred Rosevear	1.0	100%	160	Earth Sci. Physiol.	(4) A11 5 (1) A11 5	25
Marvin Schaeve	1.0	100%	150	Phys. Sci. Chemistry Aerospace	(2) A11 5 (1) A11 5 (2) A11 5	25
James Schmidt	1.14	*100%	178	Chemistry	(6) A11 5	30
James Sime	1.0	100%	150	Chemistry	(5) A11 5	25
William Tiojala	1.0	100%	77	Biology	(4) A11 5	20
Sub Totals	<u>13.14</u>		<u>1,834</u>			<u>315</u>

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>SOCIAL STUDIES</u>						
Verlyn Belisle	1.0	100%	142	Western Civ.	(5) All 5	25
Carl Berg	1.0	100%	150	Western Civ.	(5) All 5	25
Dennis Best	1.0	100%	71	Soc. Studies	(4) All 5	20
Robert Brill (Dept. Head)	1.0	100%	105	U.S. History	(3) All 5	15
Ruth Burdick	1.0	100%	127	CORE Romance-Read. Amer. Lit.	(2) All 5 (2) All 5 (1) All 5	25
Douglas Happel	1.0	100%	145	Soc. Studies	(5) All 5	25
John Hefte	1.0	100%	152	Soc. Studies	(5) All 5	25
Perry Juenemann	1.0	100%	159	Soc. Studies	(5) All 5	25
William Kaether	1.0	100%	155	U.S. History Western Civ.	(4) All 5 (1) All 5	25
Shirley Kaub (Dept. Head)	1.0	100%	184	Latin America Myth/Arch. Latin	(2) MTW (2) THF (1) All 5 (1) All 5	20
Wayne Kelliher	1.0	100%	146	Western Civ.	(5) All 5	25
James Lake	1.0	100%	136	Dec. Making	(1) All 5	5
Joan Langdon	1.0	100%	158	Romance-Read. Romance-Lit.	(4) All 5 (1) All 5	25
David Martinson	1.0	100%	174	Dec. Making	(1) All 5	5
Michael McArdle	1.0	100%	133	Dec. Making	(1) All 5	5
Gerald Miller	1.0	100%	146	Soc. Studies	(5) All 5	25

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>SOCIAL STUDIES (Cont.)</u>						
Rolf Mjaanes	1.0	100%	149	Mass Media The Novel	(3) All 5 (1) All 5	20
William Murray	1.0	100%	275	Area Studies China-Jap-Kor.  India	(1) All 5 (3) MTW (3) THF (1) MTW (1) TTH	25
William Parks	1.0	100%	143	Western Civ. U.S. History	(1) All 5 (4) All 5	25
Phillip Paulson	1.0	100%	154	Soc. Studies	(5) All 5	25
Robert Rieser	1.0	100%	134	Western Civ.	(5) All 5	25
Alden Ross	1.0	100%	249	Area Studies Africa	(1) All 5 (4) MTW (4) THF	25
George Shands	1.0	100%	136	Soc. Studies Community Minority Groups	(2) All 5 (1) All 5 (2) All 5	25
Mary Stovall	1.0	100%	150	Western Civ. Black Studies	(4) All 5 (1) All 5	25
Alfonso Studesville	1.0	100%	136	Dec. Making	(1) All 5	5
Sub Totals	<u>25.0</u>		<u>3,809</u>			<u>520</u>
TOTALS	<u>121.28</u>		<u>18,154</u>			<u>2,789</u>



TABLE V A

LAFOLLETTE HIGH SCHOOL COURSE OFFERINGS  
AND STUDENT ENROLLEE NUMBERS--FALL, 1973

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>ART</u>	<u>21</u>	<u>23</u>	<u>2</u>	<u>5</u>	<u>1</u>
<u>ARTS-INDUSTRIAL</u>					
Graphics	3	14	1	2	
Industrial Arts	8	26			
Drafting	3	22		1	
Construction	5	20	1	2	
Auto & Diesel	7	26			
Auto Repair	3	25			
Electronics	5	10	5	5	
Metals	8	15	3	6	
Power Mechanics & Aero Space	5	27			
Sub Totals	<u>47</u>		<u>10</u>	<u>16</u>	
<u>BUSINESS EDUCATION</u>					
Typewriting	16	30			7
Survey of Business	6	27			
You and the Law	2	30			1
Rapidwriting	1	16		1	
Accounting	4	24		1	
Shorthand	4	18	1	1	
Secr Practice & Coop.	4	12	3	3	
Data Processing	1	26			
Office Practice	1	18		1	
Business Arith	1	30			
Recordkeeping	1	29			
Hum. Rel & Slsm.	1	23			

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>BUSINESS EDUCATION (Cont.)</u>					
Mktg. & Career Dev.	1	20			
Adut & Display	1	5	1	1	
General Business	1	21			
Sub Totals	<u>45</u>		<u>5</u>	<u>8</u>	<u>8</u>
<u>DRIVER EDUCATION</u>	<u>9</u>	<u>30</u>			<u>4</u>
<u>ENGLISH AND READING</u>					
Learn Center	7	15	3	6	
English	74	26		15	25
Read. Imp.	1	23			
Dev. Read	4	26			
Comedy	5	30			3
Careers English	2	10	2	2	
Drama/Debate	3	28			1
Journalism	1	35			1
Filmmaking	2	27			
Mass Communication	3	26		1	1
Sub Totals	<u>102</u>		<u>5</u>	<u>24</u>	<u>31</u>
<u>HOME ECONOMICS</u>					
Child Development	2	27			1
Survey Home Ec.	3	27			
Clothing Appar.	2	30			
Bachelors World	3	26			
HERO Survey & Coop	3	27			
HERO Employment	1	29			
Housing & Interio.	1	32			1

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>HOME ECONOMICS (Cont.)</u>					
Nutr. Meal Mtg.	2	27			
Sub Totals	<u>17</u>				<u>2</u>
<u>LANGUAGES</u>					
Spanish	6	31			5
French	5	23		1	1
German	5	28			1
Lisons	1	24			
Cont. Roman	1	17		1	
Sub Totals	<u>18</u>			<u>2</u>	<u>7</u>
<u>MATH</u>					
Geometry	13	28			3
Algebra	30	29		1	10
Careers Math	1	16		1	
General Math	5	26			1
Math Fund	4	30			2
Ref. Math	1	33			1
Calculus	1	5	1	1	
Sub Totals	<u>55</u>		<u>1</u>	<u>3</u>	<u>17</u>
<u>MUSIC</u>	<u>16</u>	37	<u>4</u>	<u>5</u>	<u>10</u>
<u>PHYSICAL EDUCATION</u>	<u>71</u>	34			<u>52</u>
<u>SCIENCE &amp; CHEMISTRY</u>					
Chemistry	11	28		1	
Biology	36	27			6
Physics	3	26			

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>SCIENCE &amp; CHEMISTRY (Cont.)</u>					
Earth Science	4	28			
Manmade World	1	28			
Sub Totals	<u>55</u>			<u>1</u>	<u>6</u>
<u>SOCIAL STUDIES</u>					
Marriage & Family	5	26		1	1
Psychology	6	26			2
Asian Studies	2	24			
Urban Geography	5	29			3
Economics	6	27			1
Sociology	4	24			
Career Soc.	2	10	2	2	
Wild West	8	30			6
Contemporary Am.	9	27		1	2
20th Century	1	16		1	
Future	5	27			
Lost Worlds	4	25			
Politics	1	28			
U.S. History	23	28			6
Sub Totals	<u>81</u>		<u>2</u>	<u>5</u>	<u>21</u>
TOTALS	<u>537</u>		<u>29</u>	<u>69</u>	<u>159</u>

TABLE V B  
LAPOLLETTE HIGH SCHOOL TEACHER ALLOCATIONS--FALL, 1973

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<b>ART</b>						
Rodger Hansen	1.0	100%	134	Art Metal Intro. Art	(4) All 5 (1) All 5	25
Richard Jensen	1.0	100%	125	Intro. Art Crafts Sculpture Ceramics	(2) All 5 (1) All 5 (1) All 5 (1) All 5	25
Roy Liddicoat	1.0	100%	114	Comm. Art Printmkg. Intro. Art	(2) All 5 (1) All 5 (2) All 5	25
Frank Parkel	1.0	100%	119	Painting Ceramics Intro. Art	(2) All 5 (1) All 5 (2) All 5	25
Sub Totals	<u>4.0</u>		<u>492</u>			<u>100</u>
<b>ARTS--INDUSTRIAL</b>						
Robert Hargraves	1.0	100%	91	Graphics Industrial Arts	(2) MWF (2) TTH (2) All 5	20
Michael Walker	1.0	100%	119	Drafting Industrial Arts	(2) MWF (4) TTH (2) All 5	24
Thomas Viken	1.14	100%	124	Construction Industrial Arts	(6) MWF (4) TTH (1) All 5	31
Michael Way	1.0	100%	134	Auto & Diesel	(4) MWF (4) TTH (1) All 5	25

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets per Week	# of Student Contact Hrs. per Wk.
<u>ARTS--INDUSTRIAL (Cont.)</u>						
Bernard Heinemann	1.0	100%	114	Electronics	(4) MWF (2) TTH	31
				Elec. Coop. Industrial Arts	(1) All 5 (2) All 5	
Michael Hausmann	1.14	100%	117	Metals	(6) MWF (4) TTH	31
				Industrial Arts	(1) All 5	
Gary Deutscher	1.0	100%	123	Auto	(2) MWF (2) TTH	25
				Auto Repair	(3) All 5	
Buddy Rogers	1.0	100%	137	Power Mechanics	(4) MWF (2) TTH	26
				Aero Space	(2) All 5	
Sub Totals	<u>8.28</u>		<u>959</u>			<u>213</u>
<u>BUSINESS EDUCATION</u>						
William Clerkin	1.0	100%	148	Typewriting	(2) All 5	25
				Survey of Bus.	(3) All 5	
Faye McKinnon	.9	90%	139	Typewriting	(4) All 5	25
				Gen. Business	(1) All 5	
Lynn Rieder	1.14	100%	157	Typewriting	(3) All 5	27
				You & Law	(2) All 5	
				Rapidwriting	(1) TTH	
Marcia Klun	1.0	100%	153	Typewriting	(3) All 5	25
				Survey of Bus.	(1) All 5	
				Accounting	(1) All 5	
Josephine Hadfield	.4	40%	55	Typewriting	(1) All 5	10
				Shorthand	(1) All 5	

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation Listed on Payroll	Total Num- ber of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per Wk
<u>BUSINESS EDUCATION (Cont.)</u>						
Barbara Schober	1.0	100%	128	Typewriting Data Proc. Office Prac.	(3) All 5 (1) All 5 (1) All 5	25
Jean Sholts	1.0	100%	66	Shorthand Sec. Practice Sec. Coop.	(3) All 5 (1) All 5 (2) All 5	30
Harold Pollock	1.0	100%	131	Accounting Recordkeeping Bus. Arithmetic	(3) All 5 (1) All 5 (1) All 5	25
Rose Powers	1.0	100%	100	Survey Bus. Adut & Display Mktg. & Career Dev.	(2) All 5 (1) All 5 (1) All 5	20
Betty Scott	1.0	100%	29	Clerical Prac. Clerical Coop.	(2) All 5 (3) All 5	25
Sub Totals	<u>9.44</u>		<u>1,106</u>			<u>237</u>
<u>DRIVER EDUCATION</u>						
James Woller	1.0	100%	120	Driver Ed.	(2) MWF (2) TTH	10
James Morrissey	1.0	100%	147	Driver Ed.	(3) MWF (2) TTH	13
Sub Totals	<u>2.0</u>		<u>267</u>			<u>23</u>
<u>ENGLISH AND READING</u>						
Keith Larson	1.0	100%	62	English	(3) All 5	15
Susan Dean	1.0	100%	125	English	(5) All 5	25
Betty Lehnherr	1.0	100%	142	English	(5) All 5	25

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>ENGLISH AND READING (Cont.)</u>						
Susan Erickson	1.0	100%	134	English	(5) All 5	25
Kay Rafoth	1.0	100%	134	English	(5) All 5	25
Karen Muench	1.0	100%	113	English	(4) All 5	20
Jean Appel	.6	60%	78	English	(3) All 5	15
Vicki Willig	1.0	100%	135	English Filmmaking	(4) All 5 (1) All 5	25
Robert Herried	1.0	100%	131	English	(5) All 5	25
Kay McGuire	1.0	100%	139	English Comedy	(3) All 5 (2) All 5	25
Mark Hansen	1.0	100%	142	Journalism Filmmaking Mass Communication	(1) All 5 (1) All 5 (3) All 5	25
Anita Moen	1.0	100%	128	English	(5) All 5	25
Thomas Chritton	1.0	100%	147	English Drama/Debate	(4) All 5 (1) All 5	25
Lynne Sabljak	1.0	100%	125	English Drama/Debate	(3) All 5 (1) All 5	20
Linda Roe	1.0	100%	131	English Comedy	(3) All 5 (2) All 5	25
Sharyn Stumpf	1.0	100%	119	Dev. Read Comedy English	(2) All 5 (1) All 5 (2) All 5	25
Eveleyne Berge	1.0	100%	125	English	(5) All 5	25



Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	%	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>ENGLISH AND READING (Cont.)</u>							
Jeanette Butler	1.0	100%		143	English	(5) All 5	25
Gail Briggs	1.0	100%		136	Dev. Read Read Imp. English	(2) All 5 (1) All 5 (2) All 5	25
Sharon Olson	1.0	100%		142	English	(5) All 5	25
Bernice Bragstad	1.0	100%		105	Learn Center	(7) All 5	35
Sub Totals	<u>20.6</u>			<u>2,636</u>			<u>505</u>
<u>HOME ECONOMICS</u>							
Carol Rankin	1.0	100%		135	Child Dev. Survey Home Ec.	(2) All 5 (3) All 5	25
Kathleen Holt	1.0	100%		138	Clothing Appar. Bachelors World	(2) All 5 (3) All 5	25
Joyce Benson	1.0	100%		111	HERO Survey HERO Employment HERO Coop	(2) All 5 (1) All 5 (2) All 5	25
Dorothy Opacich	.6	60%		86	Housing & Interio. Nutr. Meal Mtg. Nutr. Meal Mtg.	(1) All 5 (2) MWF (2) TTH	15
Sub Totals	<u>3.6</u>			<u>470</u>			<u>90</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	% of Students Being Taught	Total Number of Students	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>LANGUAGES</u>							
Joseph Mason	1.0	100%		152	Spanish	(5) All 5	25
Michelle Smith	.4	40%		32	Spanish	(1) All 5	5
Winifred Cartensen	1.0	100%		97	French Lisons Cont. Roman	(3) All 5 (1) All 5 (1) All 5	25
Janet Berry	.4	40%		58	French	(2) All 5	10
Leona Kuster	.6	60%		77	German	(3) All 5	15
Karen Freeman	.4	40%		62	German	(2) All 5	10
Sub Totals	<u>3.8</u>			<u>478</u>			<u>90</u>
<u>MATH</u>							
James Bicket	1.14	100%		149	Geometry Algebra	(2) All 5 (3) All 5	25
John Chvala	1.0	100%		138	Careers Math Gen Math Algebra	(1) All 5 (2) All 5 (2) All 5	25
John Gable	1.14	100%		176	Geometry Algebra	(3) All 5 (3) All 5	30
Wayne Halverson	1.14	100%		134	Gen. Math Algebra	(2) All 5 (3) All 5	25
Janet Herzfeldt	1.0	100%		146	Math Fund Geometry Algebra	(2) All 5 (2) All 5 (1) All 5	25
Janice Howard	1.0	100%		146	Gen. Math Algebra	(1) All 5 (4) All 5	25
Thomas Knoche	1.14	100%		158	Math Fund Ref Math Algebra	(2) All 5 (1) All 5 (2) All 5	25

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>MATH (Cont.)</u>						
Beverly Lampe	1.0	100%	133	Geometry Algebra	(2) A11 5 (3) A11 5	25
Kenneth Roberts	1.14	100%	177	Geometry Algebra	(3) A11 5 (3) A11 5	30
Thomas Sisulak	1.0	100%	147	Algebra	(5) A11 5	25
Paul Swanson	1.0	100%	47	Geometry Algebra Calculus	(1) A11 5 (1) A11 5 (1) A11 5	15
Sub Totals	<u>11.70</u>		<u>1,551</u>			<u>275</u>
<u>MUSIC</u>						
Rodney Witte	1.0	100%	258	Music	(4) A11 5 (2) MWF (2) TTH	30
Walter Fandrich	.7	70%	145	Music	(3) A11 5	15
James Knutson	1.0	100%	185	Music	(3) A11 5 (1) MWF (1) TTH	20
Sub Totals	<u>2.7</u>		<u>588</u>			<u>65</u>

Teacher's Name	Allocation Personnel Div.	Allocation % Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Periods Section Meets Per Week	# of Students Contact Hrs. per Wk.
<u>PHYSICAL EDUCATION</u>						
Theodore Obler	1.0	100%	348	Boys P.E.	(5) MWF (5) TTH	25
David Maas	1.0	100%	280	Boys P.E.	(5) MWF (3) TTH	21
Peter Olson	1.0	100%	299	Boys P.E.	(4) MWF (4) TTH	20
Alfred Verdin	1.0	100%	281	Boys P.E.	(4) MWF (4) TTH	20
Kathleen Boebel	1.0	100%	271	Girls P.E. Cadet Leaders	(3) MWF (5) TTH (1) All 5	24
Jane Ganshert	1.0	100%	337	Girls P.E.	(5) MWF (5) TTH	25
Ruth Mansfield	1.0	100%	273	Girls P.E.	(2) MWF (6) TTH	18
Jean Wiggins	1.0	100%	329	Girls P.E.	(6) MWF (4) TTH	26
Sub Totals	<u>8.0</u>		<u>2,418</u>			<u>179</u>
<u>SCIENCE AND CHEMISTRY</u>						
Stephen Lanphear	1.0	100%	140	Biology Chemistry	(2) All 5 (3) All 5	25
Paul DuVair	1.0	100%	134	Biology	(5) All 5	25
Glenn Grumann	1.0	100%	132	Biology	(5) All 5	25
John Oosterwyck	1.0	100%	136	Biology Chemistry	(3) All 5 (2) All 5	25
Paul McIntosh	1.0	100%	108	Chemistry Physics	(1) All 5 (3) All 5	20

Teacher's Name	Local Listed by Per- sonnel Div.	Local Listed on Payroll	% of Total of Students Being Taught	Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per wk
<u>SCIENCE AND CHEMISTRY (Cont.)</u>							
Bruce Swanson	1.14	100%		138	Chemistry	(5) All 5	25
Daryl Davidson	1.0	100%		142	Earth Science Manmade World	(4) All 5 (1) All 5	25
Charles Sommers	1.0	100%		134	Biology	(5) All 5	25
Paul Rabenhorst	1.0	100%		132	Biology	(5) All 5	25
Allan Schwahn	1.0	100%		139	Biology	(5) All 5	25
Roger Hujik	1.0	100%		134	Biology	(5) All 5	25
William Draxler	1.0	100%		25	Biology	(1) All 5	5
Sub Totals	<u>12.14</u>			<u>1,494</u>			<u>275</u>
<u>SOCIAL STUDIES</u>							
Sue Gronewald	.8	80%		110	Asian Studies Psychology	(2) All 5 (2) All 5	20
Richard Steffensen	1.0	100%		144	Urban Geography	(5) All 5	25
Dean Mueller	1.0	100%		110	Economics	(4) All 5	20
David Parker	1.0	100%		74	Psychology	(3) All 5	15
Don Henneger	1.0	100%		139	Sociology Economics	(3) All 5 (2) All 5	25
Kim Kindschi	1.0	100%		102	Sociology Marriage & Fam.	(1) All 5 (3) All 5	20
Thomas Rich	1.0	100%		128	Contemporary Am.	(5) All 5	25
Charles Waity	1.0	100%		127	Career Soc. Wild West	(1) All 5 (4) All 5	25
Charles Carlson	1.0	100%		136	Career Soc. Wild West	(1) All 5 (4) All 5	25

Teacher's Name	Location Listed by Per- sonnel Div.	Location Listed on Payroll	Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per wk.
<u>SOCIAL STUDIES (Cont.)</u>						
Bernard Bazan	1.0	100%	126	20th Century Future	(1) All 5 (4) All 5	25
John MacKinnon	1.0	100%	125	Lost Worlds Future	(4) All 5 (1) All 5	25
James Skaggs	1.0	100%	144	Contemporary Am. Politics	(4) All 5 (1) All 5	25
Alfred Schroeder	1.0	100%	113	U.S. History	(4) All 5	20
Lowell Bakken	1.0	100%	115	U.S. History	(4) All 5	20
Richard Norene	1.0	100%	139	U.S. History	(5) All 5	25
Eugene Finley	1.0	100%	144	U.S. History	(5) All 5	25
Dave Christopher	1.0	100%	136	U.S. History	(5) All 5	25
Dorothea Torstenson	.6	60%	83	Marriage & Family Psychology	(2) All 5 (1) All 5	15
Sub Totals	<u>17.4</u>		<u>2,195</u>			<u>405</u>
Totals	<u>103.66</u>		<u>14,654</u>			<u>2,457</u>

TABLE VI A

MEMORIAL HIGH SCHOOL COURSE OFFERINGS  
AND STUDENT ENROLLEE NUMBERS--FALL, 1973

36

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>ART</u>					
Jewelry	7	27		1	2
Design	4	27			
Ceramics	6	22	1	2	
Dr.-Pt.-Pr.	3	22		1	
Sub Totals	<u>20</u>		<u>1</u>	<u>4</u>	<u>2</u>
<u>ARTS-INDUSTRIAL</u>					
Graphics	7	13	3	5	
Electronics	4	20	1	2	
Power Mech.	3	17		3	
Auto Mech.	8	19		4	
Drafting	6	14	2	5	
Ind. Plast.	7	17	1	7	
Sub Totals	<u>35</u>		<u>7</u>	<u>26</u>	
<u>BUSINESS EDUCATION</u>					
Typing	7	41		1	5
Sec. Practice & Coop.	2	17		2	
Shorthand	2	22			
Gen. Business	1	18		1	
Business Math	3	21			
Business Law	3	29			1
Bookkeeping	2	26			
Market Merch.	3	27			
Market Mgt. & Coop.	2	22			
Sub Totals	<u>25</u>			<u>4</u>	<u>6</u>

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>DRIVER EDUCATION</u>	<u>14</u>	<u>19</u>	<u>1</u>	<u>7</u>	
<u>ENGLISH AND READING</u>					
English	59	27		4	13
Speech	5	27			
Read Improve.	2	4	2	2	
Sub Totals	<u>66</u>		<u>2</u>	<u>6</u>	<u>13</u>
<u>HOME ECONOMICS</u>					
HERO Survey, Employ & Coop	3	8	3	3	
Health Care	1	50			1
Home Ec. Sur.	2	22			
Family Life	5	27			1
He. Ad. Proj.	3	27			
Mans World	3	20	1	1	
Sub Totals	<u>17</u>		<u>4</u>	<u>4</u>	<u>2</u>
<u>LANGUAGE</u>					
Spanish	16	26		1	
French	10	25	1	1	1
German	4	22			
Latin	3	8	2	3	
Sub Totals	<u>33</u>		<u>3</u>	<u>5</u>	<u>1</u>
<u>MATH</u>					
Algebra	29	27			2
Computing	3	24			
General Math	5	25			
Calculus	1	30			
Geometry	13	26			
Sub Totals	<u>51</u>				<u>2</u>



Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>MUSIC</u>	<u>9</u>	<u>47</u>	<u>1</u>	<u>1</u>	<u>8</u>
<u>PHYSICAL EDUCATION</u>	<u>63</u>	<u>31</u>	<u>5</u>	<u>9</u>	<u>37</u>
<u>SCIENCE &amp; CHEMISTRY</u>					
Biology	22	26		1	1
Chemistry	9	25			
Physics	5	27			
Earth Science	12	26	1	2	1
Physical Science	6	23		1	
Sub Totals	<u>54</u>		<u>1</u>	<u>4</u>	<u>2</u>
<u>SOCIAL STUDIES</u>					
Western Civilization	18	28			1
American History	21	25		4	1
History Econ.	6	30			1
Political Science	8	24		1	
Soc. Econ.	1	24			
Econ. Anthro.	2	24			
Hist. Area St.	5	28			2
Soc. Anthro.	1	23			
Sub Totals	<u>62</u>			<u>5</u>	<u>5</u>
TOTALS	<u>449</u>		<u>25</u>	<u>75</u>	<u>78</u>

MEMORIAL HIGH SCHOOL TEACHER ALLOCATIONS--FALL, 1973

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contacts per Week
<u>ART</u> John Currie	1.0	100%	126	Jewelry	(6) MWF (3) TTHF (10) TTH	15.6
Mary Emmerton	1.0	100%	132	Design Ceramics	(6) MWTHF (3) MWTHF (3) MTWF (3) TWTHF	20
Leon Lawrenz	1.0	100%	120	Dr-Pt-Pr  Design	(8) MWF (5) TTH (3) MTWTH (3) MWTHF	19.5
Robert Wochinski	1.0	100%	119	Jewelry Ceramics	(7) MWF (3) MWTHF (10) TTH	17.5
Sub Totals	<u>4.0</u>		<u>497</u>			<u>72.6</u>
<u>Art-Industrial</u> Marvin DeYoung (Dept. Head)	1.0	100%	102	Graphics  Arch Draft	(12) MWF (1) MTWTH (6) TTH (2) All 5 (3) MWTHF	24.7
Nolan Kollath	.6	60%	80	Electron Elec Electron	(12) TTH (6) MWF	14
James Barth	1.0	100%	103	Power Mech.  Auto Mech	(3) MTWF (3) TWTHF (3) MTWTH (9) MWF	21

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# Mod Section Meets per Week	# of Student Contacts per Week
Ronald Ehart	1.0	100%	102	Auto Mech.	(6) MWF (12) TTH (6) All 5	24
Myron Schuler	.6	60%	81	Drafting	(6) MTWTH (3) TWTHF (3) MWTTHF (2) All 5	19.5
Jerry Haugh	1.0	100%	119	Ind. Plastics	(12) TTH (15) MWF	23
Sub Totals	<u>5.2</u>		<u>587</u>			<u>126.2</u>
<u>BUSINESS EDUCATION</u>						
Ann Walden (Dept. Head)	1.0	100%	125	Typing Sec Practice Sec Pr Coop	(2) All 5 (6) MWF (3) TWTHF (3) M	14.5
Klareen Nottestad	1.0	100%	162	Typing Shorthand Gen. Bus.	(4) All 5 (6) MTWTH (2) All 5	18.0
Anne Schmied	1.0	100%	161	Typing Bus. Math	(4) All 5 (9) MWF	15.5
William Howard	1.0	100%	140	Bus. Law Bookkeeping	(9) MWF (6) TTH (3) M	14
Richard Huber	1.0	100%	126	Market Merch Market Mtg. Market Coop	(9) MWF (3) MWF (2) W	12.6
Sub Totals	<u>5.0</u>		<u>714</u>			<u>74.6</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Section Meets per Week	# of Student Contacts per Week
<u>DRIVER EDUCATION</u>						
Myron Schuler	.4	40%	33	Driver Ed.	(4) All 5	6.5
Gary Humphrey	1.0	100%	136	Driver Ed.	(14) All 5	23.5
Jean Barron	.6	60%	103	Driver Ed.	(10) All 5	16.5
Sub Totals	<u>2.0</u>		<u>272</u>			<u>46.5</u>
<u>ENGLISH READING</u>						
Mark Parish	1.0	100%	141	English	(15) All 5	25
Michael Schwaegerl	1.0	100%	140	English	(15) All 5	25
Carroll Theobald (Dept. Head)	1.0	100%	78	English	(9) All 5	15
Ella Strother	1.0	100%	135	English	(15) All 5	25
Donna Berger	1.0	100%	133	English	(15) All 5	25
Joanne Yatvin	1.0	100%	155	English	(15) All 5	25
Mary Heath	1.0	100%	66	English	(12) All 5	20
Reva Ehlert	1.0	100%	141	English	(15) All 5	25
Joan Hatch	1.0	100%	134	English	(15) All 5	25
Deborah Kinder	1.0	100%	135	English	(15) All 5	25
Sharol Parish	1.0	100%	131	Speech	(15) TWTHF (2) M	20.7
Karen Ehlert	1.0	100%	135	English	(15) All 5	25
Saulino	.4	(Sub. payroll)	58	English	(6) All 5	10
Thomas Toftey	1.0	100%	139	English	(15) All 5	25
Kathy Smith	1.0	100%	7	Read Imp.	(4) All 5	6.5
Sub Totals	<u>14.4</u>		<u>1,728</u>			<u>322.2</u>

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	Section Meets per Week	# of Student Contacts per Week
<u>HOME ECONOMICS</u>						
Sylvia Lowell (Dept. Head)	1.0	100%	117	HERO Survey Health Car Home Ec Surv	(4) All 5 (3) All 5 (6) MWF	17.5
Wilma Nelson	1.0	100%	134	Fam. Life	(15) MTWTH (2) F (2) W	21.4
Vicki Pruitt	1.0	100%	134	He Ad Proj  Mans World	(6) MWTH (3) TTH (9) MWF (6) TH	19
Sub Totals	<u>3.0</u>		<u>385</u>			<u>57.9</u>
<u>LANGUAGES</u>						
Phillip Hubble	1.0	100%	96	Spanish	(10) All 5 (2) MWF	18.6
Kay Cipperly	1.0	100%	106	French	(10) All 5 (4) MWF	20.4
Kathleen Smith	1.0	100%	131	Spanish	(13) All 5 (2) WTH	22.9
Janet Morse	1.0	100%	136	Spanish	(10) All 5 (4) MWF (1) WTH	20
Barbara Rider	.8	80%	88	German	(12) All 5	20
Karen Nusbaum	.4	40%	50	Spanish	(4) All 5 (2) MWF	8.6
Kim Cohn	1.0	100%	140	French	(10) All 5 (4) MWF	20.4
James Staudacher	.2	20%	23	Latin	(3) All 5	5
Sub Totals	<u>6.4</u>		<u>770</u>			<u>135.9</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Section Meets per Week	# of Student Contacts per Week
<u>MATH</u>						
Ted Losby (Dept. Head)	1.0	100%	82	Algebra	(9) All 5	15
John Morley	1.0	100%	126	Algebra Computing	(5) All 5 (9) All 5	23.5
William Olson	1.0	100%	133	Algebra Gen Math	(12) All 5 (2) All 5	23.5
Victor Levine	1.0	100%	131	Algebra Calculus Gen Math	(9) All 5 (3) All 5 (2) All 5	23.5
Ronald Holzhueter	1.0	100%	125	Algebra Gen Math	(4) All 5 (9) All 5	21.5
Darvin Albrecht	1.0	100%	134	Algebra Geometry	(4) All 5 (6) All 5	16.5
Barry Kolbe	1.0	100%	132	Algebra Geometry	(2) All 5 (8) All 5	16.5
Lois Young	1.0	100%	133	Algebra Geometry	(4) All 5 (6) All 5	16.5
Kenneth Maxwell	1.0	100%	143	Algebra Geometry	(4) All 5 (6) All 5	16.5
John Crandall	1.0	100%	134	Algebra	(13) All 5	21.5
Jean Barron	.4	40%	57	Algebra Gen Math	(3) All 5 (2) All 5	8.5
Christine Stewart	.4	40%	53	Algebra Geometry	(3) All 5 (3) All 5	10
Sub Totals	<u>10.8</u>		<u>1,383</u>			<u>213.0</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets per Week	# of Student Contacts per Week
<u>MUSIC</u>						
William Endle (Dept. Head)	1.0	100%	189	Music	(9) All 5 (3) TTH	17
Ronald Rockow	1.0	100%	165	Music	(9) All 5 (3) MWF	18
Thomas Buchhauser	.4	---	72	Music	(3) All 5	5
Sub Totals	<u>2.4</u>		<u>426</u>			<u>40</u>
<u>PHYSICAL EDUCATION</u>						
John Olson (Dept. Head)	1.0	100%	134	Boys P.E.	(3) All 5 (9) MWF	14
Gary Kolpin	1.0	100%	262	Boys P.E.	(12) MWF (12) TTH	20
Wallace Schoessow	.8	80%	248	Boys P.E.	(9) MWF (3) MWTH (9) TTH (1) F	18.3
Robert Harris	1.0	100%	263	Boys P.E.	(12) MWF (12) TTH	20
Gail Krieger	1.0	100%	261	Girls P.E.	(12) MWF (12) TTH	20
Nancy Pederson	.8	80%	200	Girls P.E.	(9) MWF (9) TTH	15
Mary Emshoff	1.0	100%	234	Girls P.E.	(9) MWF (12) TTH (3) All 5	22
Joann Kollath	1.0	100%	273	Girls P.E.	(12) MWF (12) TTH	20
Joan Maas	.4	40%	93	Dance	(9) TTH	6
Sub Totals	<u>8.0</u>		<u>1,968</u>			<u>155.3</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets per Week	# of Student Contacts per Week
<u>SCIENCE &amp; CHEMISTRY</u>						
Leroy Lee (Dept. Head)	1.0	100%	75	Biology	(9) All 5	15
Thomas Griffith	1.0	100%	135	Biology	(15) All 5	25
James Hein	1.0	100%	129	Biology	(15) All 5	25
George Bulovsky	1.0	100%	137	Biology	(15) All 5	25
Gordon Hanson	1.0	100%	122	Chemistry Biology	(12) All 5 (3) All 5	25
William Cary	1.0	100%	122	Chemistry	(13) All 5	21.5
Douglas Johnson	1.0	100%	137	Physics	(15) MWF (2) TTH	16.4
James Nidy	1.0	100%	135	Earth Sci	(10) All 5	16.5
Frank Zuerner	1.0	100%	142	Earth Sci.	(10) All 5	16.5
Lee Ihlenfeldt	1.0	100%	136	Physical Sci	(18) MWFTH	24
Marilyn Hanson	.6	60%	74	Biology	(7) All 5	11.5
James Harrington	.4	40%	39	Earth Sci	(4) All 5	6.5
Sub Totals	<u>11.0</u>		<u>1,383</u>			<u>227.9</u>



Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets per Week	# of Student Contacts per Week
<u>SOCIAL STUDIES</u>						
James Harrington	.6	60%	91	Hist. Econ.	(9) All 5	15
Russell Phelps	1.0	100%	136	Western Civ.	(15) All 5	25
Stephen Barr	1.0	100%	137	Amer. History	(15) All 5	25
Gregory Mueller	1.0	100%	117	Pol. Sci.	(15) All 5	25
Marsha Swanson (Dept. Head)	1.0	100%	73	Econ.	(9) All 5	15
Jon Kaliebe	1.0	100%	164	History	(15) All 5	25
Richard Steckelberg	1.0	100%	136	History	(15) All 5	25
Bruce Gregg	1.0	100%	134	History Western Civ. Pol. Sci.	(3) All 5 (3) All 5 (9) All 5	25
Elizabeth Becker	1.0	100%	134	Western Civ. Soc. Anthro.	(12) All 5 (3)	25
John Pare	1.0	100%	131	Western Civ. History	(6) All 5 (9) All 5	25
Thomas Turner	1.0	100%	137	History	(15) All 5	25
James Lackore	1.0	100%	138	Western Civ.	(15) All 5	25
David Soderling	1.0	100%	66	History	(12) All 5	20
Rita Reffner	.6	60%	56	Western Civ. History	(3) All 5 (1) All 5	6.5
Sub Totals	<u>13.2</u>		<u>1,650</u>			<u>306.5</u>
TOTALS	<u>85.4</u>		<u>11,763</u>			<u>1,778.6</u>

WEST HIGH SCHOOL COURSE OFFERINGS  
 AND STUDENT ENROLLEE NUMBERS--FALL, 1973

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>ART</u>					
Draw Design	7	26			
Painting	3	29			
Sculpture	8	26			1
Art Metal	9	23		1	
Sub Totals	<u>27</u>			<u>1</u>	<u>1</u>
<u>ART-INDUSTRIAL</u>					
Electronics	4	21			
Auto Mechanics	7	18	1	6	
Power & Engines	9	19		4	
Drafting	5	22		2	
Ind. Ed. Survey	6	25			
Graphic Arts	5	23		1	
Woods	4	20		2	
Construction	1	13	1	1	
Manufacturing	4	20		2	
Sub Totals	<u>45</u>		<u>2</u>	<u>18</u>	
<u>BUSINESS EDUCATION</u>					
Typing	19	30			11
Office Machines	2	22			
Cl. Off. Ed.	1	16		1	
Hu. Rel. Sales	1	23			
Mkt. Manage.	2	18		2	
Mkt. Coop.	2	18		2	
Bus. Eng.	1	17		1	

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>BUSINESS EDUCATION (Cont.)</u>					
Shorthand	3	16	1	3	
Sec. Off. Ed.	1	16		1	
Off. Ed. Coop	1	26			
Business Survey	2	26			
Business Arith.	2	17		1	
Accounting	1	29			
Business Law	1	28			
Data Processing	2	18	1	1	
Mktg. Car. Dev.	3	27			
Ret. Manag.	1	19		1	
Ret. Merch.	1	35			1
Sub Totals	<u>46</u>		<u>2</u>	<u>13</u>	<u>12</u>
<u>DRIVER EDUCATION</u>	<u>10</u>	28			<u>3</u>
<u>ENGLISH AND READING</u>					
English	78	30	1	1	50
Journalism	1	26			
Newspaper	1	29			
Speech	1	29			
Theatre	3	23		1	
Sur. Comm.	2	26			
Sub Totals	<u>86</u>		<u>1</u>	<u>2</u>	<u>50</u>
<u>HOME ECONOMICS</u>					
Mans World	3	20		1	
Family Life	1	23			
Health Care	1	28			
Food People	2	19		1	

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>HOME ECONOMICS (Cont.)</u>					
Cons. Ed.	1	16		1	
Child Dev.	2	30			
Textiles	1	20			
Cloth. Des.	1	26			
Int. Design	2	22		1	
HERO Survey & Coop	3	23		1	
Sub Totals	<u>17</u>			<u>5</u>	
<u>LANGUAGE</u>					
French	15	25		2	3
Spanish	23	25		1	
Latin	3	18	1	2	
German	8	24		3	2
Russian	3	14	1	3	
Sub Totals	<u>52</u>		<u>2</u>	<u>11</u>	<u>5</u>
<u>MATH</u>					
Algebra	41	27		1	5
Math	7	21		1	
Computing	3	19		2	
Calculus	1	24			
Geometry	17	29			3
Sub Totals	<u>69</u>			<u>4</u>	<u>8</u>
<u>MUSIC</u>	<u>15</u>	36	<u>5</u>	<u>5</u>	<u>7</u>
<u>PHYSICAL EDUCATION</u>	<u>40</u>	67			<u>40</u>
<u>SCIENCE AND CHEMISTRY</u>					
Biology	29	25		2	1
Aerospace	2	26			1

Course Title	# of Sections	Average # of Enrollees Per Section	# of Sections Below 15 Enrollees	# of Sections Below 20 Enrollees	# of Sections Above 30 Enrollees
<u>SCIENCE AND CHEMISTRY (Cont.)</u>					
Physical Science	7	27			
Chemistry	12	26			
Physics	6	25			
Adv. Sci. Sem.	1	26			
Earth Science	4	26			
Sub Totals	<u>61</u>			<u>2</u>	<u>2</u>
<u>SOCIAL STUDIES</u>					
History	51	32			38
Soc. Family Life	1	29			
Sociology	6	25			
Economics	3	26			
Area Studies	12	32			10
Philosophy	2	29			
Education	2	26			
Allied Arts	1	65			1
Sub Totals	<u>78</u>				<u>49</u>
TOTALS	<u>546</u>		<u>12</u>	<u>61</u>	<u>177</u>

LE B  
WEST HIGH SCHOOL TEACHER ALLOCATIONS--FALL, 1973

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contact Hrs. Per Wk.
<u>ART</u>						
Alan Vogel	1.14	*100%	141	Art Metal	(12) 2-1/2 days (12) 2-1/2 days	20
Donald Hunt	1.14	*100%	153	Sculpture	(12) 2-1/2 days (12) 2-1/2 days	20
Karen Sund	1.0	100%	125	Art Metal Sculpture	(8) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days	16.8
Catherine Forde	1.0	100%	135	Draw. Design. Painting	(4) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days (4) 2-1/2 days	16.8
Parnell Bach (Dept. Head)	1.0	100%	137	Draw. Design.	(8) 2-1/2 days (12) 2-1/2 days	16.8
Sub Totals	<u>5.28</u>		<u>691</u>			<u>90.4</u>
<u>ART-INDUSTRIAL</u>						
Wallace Bondhus	1.0	100%	66	Auto Mech.	(12) 2-1/2 days (8) 2-1/2 days	16.8
William Haupt	1.0	100%	89	Power & Eng.	(8) 2-1/2 days (12) 2-1/2 days	16.8
John Johnson	1.0	100%	115	Drafting Ind. Ed. Sur.	(12) 2-1/2 days (12) 2-1/2 days (2) All 5	23.5
William Niederberger (Dept. Head)	1.0	100%	73	Graph. Arts Ind. Ed. Sur.	(12) 2-1/2 days (2) All 5	13.5
Carl Reuter	1.14	*100%	95	Woods Construction	(12) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days	20

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contact Hrs. per wk
<u>ART-INDUSTRIAL (Cont.)</u>						
James Smith	1.14	*100%	109	Electronics Ind. Ed. Sur.	(12) 2-1/2 days (8) 2-1/2 days (2) All 5	20.3
Gerald Sternal	1.0	100%	99	Power Auto Mech.	(8) 2-1/2 days (12) 2-1/2 days	16.8
Steven Zelinske	1.0	100%	109	Drafting Graph Arts Ind. Ed. Sur.	(4) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days (2) All 5	16.8
Jerry Budwig	1.0	100%	39	Power	(8) 2-1/2 days	6.8
Lauren Zabel	1.14	*100%	107	Mfg. Ind. Ed. Surv.	(12) 2-1/2 days (12) 2-1/2 days (2) All 5	23.5
Sub Totals	<u>10.42</u>		<u>901</u>			<u>174.8</u>
<u>BUSINESS EDUCATION</u>						
Frances Buchanan	1.0	100%	95	Typing Office Mach. Cl. Off. Ed.	(2) All 5 (8) 2-1/2 days (4) 2-1/2 days	13.5
Patricia Crumpley	1.0	100%	59	Hu. Rel. Sales Mkt. Manage. Mkt. Coop.	(4) 2-1/2 days (4) 2-1/2 days (7) All 5	18.3
Violet Hovland	1.0	100%	130	Typing Bus. Eng.	(4) All 5 (8) 2-1/2 days (2) All 5	16.8
Dorothy Lange	1.0	100%	138	Typing	(6) All 5 (8) 2-1/2 days	16.8

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contact Hrs. per wk
<u>BUSINESS EDUCATION (Cont.)</u>						
Viola Norton (Dept. Head)	1.0	100%	70	Shorthand Sec. Off. Ed. Off. Ed. Coop	(8) 2-1/2 days (4) 2-1/2 days (7) All 5	21.5
Eleanor Sarver	1.0	100%	153	Typing Bus. Survey	(6) All 5 (4) All 5	16.5
Bruce Straw	1.0	100%	122	Typing Bus. Arith. Accounting	(4) All 5 (4) All 5 (4) 2-1/2 days	16.2
Donald Zinke	.7	70%	97	Typing Bus. Law Data Proc.	(2) All 5 (2) All 5 (8) 2-1/2 days	13.8
Juanita Spicer	.6	50%	113	Typing Shorthand	(6) All 5 (4) 2-1/2 days	13.2
Larry Hinner	1.0	100%	76	Mkt. Car. Dev. Ret. Manag.	(8) 2-1/2 days (4) All 5	13.3
David Merollo	1.0	100%	96	Ret. Merch. Mkt. Car. Deve. Mkt. Manag. Mkt. Coop.	(4) 2-1/2 days (4) 2-1/2 days (4) 2-1/2 days (7) All 5	21.1
Sub Totals	<u>10.3</u>		<u>1,149</u>			<u>181.0</u>
<u>DRIVER EDUCATION</u>						
Orville Evans	1.0	100%	136	Driver Ed.	(10) All 6	19.8
Edward Manuel	1.0	100%	149	Driver Ed.	(10) All 6	19.8
Sub Totals	<u>2.0</u>		<u>285</u>			<u>39.6</u>



Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	% of Total Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per
<u>ENGLISH AND READING</u>						
Thomas Bartlett	1.0	100%	109	English	(10) All 5	16.5
Elizabeth Dowling	1.0	100%	137	English	(10) All 5	16.5
Enid Erickson	1.0	100%	128	English	(9) All 5	15
Phyllis Philabaum	1.0	100%	123	English	(9) All 5	15
Barbara Savoy	1.0	100%	121	English	(9) All 5	15
Marguerite Hasse	1.0	100%	130	English	(9) All 5	15
Marian Kanable	1.0	100%	131	English	(9) All 5	15
William Keys	1.0	100%	129	English	(9) All 5	15
Janet Gottschalk	1.0	100%	156	English Journalism Newspaper	(6) All 5 (2) All 5 (2) TTH	14.9
Ruth Moake	1.0	100%	129	English Speech Theatre	(2) All 5 (2) All 5 (4) 2-1/2 days (8) 2-1/2 days	17
Mary Moen	1.14	* 100%	148	English Sur Comm	(7) All 5 (4) 2-1/2 days	14.7
Mary Muckenhirn (Dept. Head)	1.0	100%	60	English	(5) All 5	8.5
Lorraine Orchard	1.0	100%	132	English	(9) All 5	15
Elizabeth Reinartz	1.0	100%	127	English	(9) All 5	15
Twila Rude	1.0	100%	144	English	(10) All 5	16.5
Holly Rutz	1.0	100%	111	English	(9) All 5	15
Nancy Jesse	1.0	100%	133	English	(9) All 5	15

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per **
<u>ENGLISH AND READING</u>						
Carolyn Johnson	1.0	100%	121	English	(9) All 5	15
Marie Garness	1.0	100%	125	English	(9) All 5	15
William Lyon	1.0	100%	129	English	(10) All 5	16.5
Mary Little	.3	30%	61	English	(4) All 5	6.5
Sub Totals	<u>20.44</u>		<u>2,584</u>			<u>307.6</u>
<u>HOME ECONOMICS</u>						
Eileen Smith	1.0	100%	90	Mans World Family Life Health Car	(8) 2-1/2 days (4) 2-1/2 days (4) 2-1/2 days	13.2
Mary Keto	1.0	100%	114	Food People Cons. Ed. Child Dev.	(8) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days	16.8
Mary Lorance (Dept. Head)	1.0	100%	112	Textiles Cloth. Des. Int. Des. Mans World	(4) 2-1/2 days (4) 2-1/2 days (8) 2-1/2 days (4) 2-1/2 days	16.4
Sharon Billmeyer	1.0	100%	95	Ind. Ed. Sur. HERO Survey & Coop.	(2) 2-1/2 days (13) All 5	23.3
Sub Totals	<u>4.0</u>		<u>411</u>			<u>69.7</u>

Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	% of Total Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per Wk.
<u>LANGUAGE</u>						
Elizabeth Eisenman	1.0	100%	111	French	(10) All 5	16.5
Bernadette Fenton	1.0	100%	131	Spanish	(10) All 5	16.5
Patrick Frawley (Dept. Head)	1.0	100%	78	Latin German	(6) All 5 (2) All 5	13.5
Suzette MacKenzie	1.0	100%	148	French	(10) All 5	16.5
Marie Nestler	1.0	100%	121	French	(10) All 5	16.5
Kenneth Soroos	1.0	100%	111	German Russian	(4) All 5 (6) All 5	16.5
Andrew Zintel	1.0	100%	131	Spanish	(10) All 5	16.5
Borghild Kelly	1.0	100%	99	German	(10) All 5	16.5
Barbara Frolik	1.0	100%	131	Spanish	(10) All 5	16.5
Grace Wagner	.6	60%	61	Spanish	(6) All 5	10
Mary Westing	1.0	100%	117	Spanish	(10) All 5	16.5
Sub Totals	<u>10.6</u>		<u>1,239</u>			<u>172.0</u>
<u>MATH</u>						
Fern Beckerleg	1.0	100%	133	Algebra	(10) All 5	16.5
Mary Legler	.6	60%	64	Math	(6) All 5	10
Eugene Leverentz	1.0	100%	134	Algebra Calculus	(8) All 5 (2) All 5	16.5
Donald Loker	1.0	100%	142	Algebra Geometry	(8) All 5 (2) All 5	16.5
Donald McCloskey (Dept. Head)	1.28	*100%	84	Algebra	(6) All 5	10
Cassie Raasoch	1.0	100%	138	Geometry Math	(8) All 5 (2) All 5	16.5

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	% of Students Being Taught	Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contact Hrs. per wk
<u>MATH (Cont.)</u>							
Daryle Thingvold	1.14	* 100%		160	Geometry Algebra Chemistry	(2) All 5 (2) All 5 (12) 2-1/2 days (4) 2-1/2 days	20.2
Louise Soder	1.0	100%		135	Geometry Algebra	(4) All 5 (6) All 5	16.5
David Steinbring	1.0	100%		145	Geometry Algebra Physics	(2) All 5 (6) All 5 (4) 2-1/2 days	16.7
Orval Yaeger	1.0	100%		133	Geometry Algebra	(8) All 5 (2) All 5	16.5
Steve Land	.7	70%		135	Geometry Algebra	(4) All 5 (6) All 5	16.5
Raymond Clausen	1.0	100%		122	Algebra Math	(6) All 5 (4) All 5	16.5
Keith Knowles	1.0	100%		134	Geometry Algebra	(4) All 5 (6) All 5	16.5
Thomas Oosterberg	1.0	100%		109	Algebra Computing	(4) All 5 (6) All 5	16.5
Karen Zuraski	1.0	100%		129	Algebra	(10) All 5	16.5
Catherine Anderson	.8	80%		108	Algebra Math Basic Sci.	(4) All 5 (2) All 5 (2) All 5	13.5
Sub Totals	<u>15.52</u>			<u>2,005</u>			<u>251.7</u>

\*Overload indicated on payroll.

Teacher's Name	Listed by Personnel Div.	Listed on Payroll	% of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per wk
<u>MUSIC</u>						
Stanley Harr	1.0	100%	202	Music	(9) All 5	15
John Rafoth	1.0	100%	240	Music	(12) 2-1/2 days (8) 2-1/2 days (3) All 5	21.8
Hiram Pearcy	1.0	100%	97	Music	(8) 2-1/2 days (4) 2-1/2 days (5) All 5	18.5
Sub Totals	<u>3.0</u>		<u>539</u>			<u>55.3</u>
<u>PHYSICAL EDUCATION</u>						
Kathleen Schuette (Dept. Head)	1.0	100%			(Not listed)	
James Stevens	1.0	100%			" "	
Dennis Hood	1.0	100%			" "	
Thomas Hargraves	1.0	100%			" "	
Lesley Carl	1.0	100%			" "	
Richard Falch	1.0	100%			" "	
Gwendolyn Walker	1.0	100%			" "	
Mary Winter	1.0	100%			" "	
Roger Kolseth	1.0	100%			" "	
Sub Totals	<u>9.0</u>		<u>2,666</u>			

Teacher's Name	Allocation Listed by Per- sonnel Div.	Allocation % Listed on Payroll	Total Number of Students Being Taught	Subjects Teaching	Section Meets Per Week	# of Student Contact Hrs. per wk
<u>SCIENCE AND CHEMISTRY</u>						
Joseph Antonie (Dept. Head)	1.28	* 100%	117	Biology	(8) 2-1/2 days (8) 2-1/2 days	13.5
David Braunschweig	1.0	100%	123	Physics	(8) 2-1/2 days (8) 2-1/2 days	13.5
Daniel Conley	1.14	* 100%	161	Phys. Sci. Earth Sci.	(8) 2-1/2 days (16) 2-1/2 days	20
Richard Moore	1.0	100%	131	Chemistry Adv. Sci. Sem.	(8) 2-1/2 days (8) 2-1/2 days (4) 2-1/2 days	16.8
David Singstock	1.0	100%	128	Phys. Sci. Chemistry	(4) 2-1/2 days (8) 2-1/2 days (8) 2-1/2 days	16.8
Dale Wesenberg	1.14	* 100%	156	Phys. Sci. Aerospace	(8) 2-1/2 days (8) 2-1/2 days (4) 2-1/2 days (4) 2-1/2 days	20.0
James Kleeman	1.0	100%	135	Biology	(10) All 5	16.5
Van Valaskey	1.0	100%	111	Biology	(10) All 5	16.5
Diane Lorenz	1.0	100%	121	Biology	(10) All 5	16.5
Gary Graper	1.0	100%	128	Biology	(10) All 5	16.5
John Stiefvater	1.0	100%	127	Biology	(10) All 5	16.5
Sub Totals	<u>11.56</u>		<u>1,438</u>			<u>183.1</u>
<u>SOCIAL STUDIES</u>						
Roger Brumm	1.14	* 100%	159	History	(12) All 5	20
Gregory Dean	1.0	100%	129	Area Stu.	(9) All 5	15
Charles Farrand	1.0	100%	126	Sociology Economics	(4) All 5 (6) All 5	16.5

\*Overload indicated on payroll.

Teacher's Name	Allocation Listed by Personnel Div.	Allocation Listed on Payroll	% of Total Number of Students Being Taught	Subjects Teaching	# of Modules Section Meets Per Week	# of Student Contact Hrs. per Wk
<u>SOCIAL STUDIES (Cont.)</u>						
Burton Hable	1.14	100%	177	History	(11) All 5	18.5
David Irwin	1.14	100%	166	History	(10) All 5	16.5
Thomas Jones	1.0	100%	176	Philosophy Education Allied Arts	(4) All 5 (4) All 5 (2) All 5	16.5
Kermit Keeler	1.14	*100%	160	History	(11) All 5	18.5
Kathryn Kohler	1.14	100%	135	History	(9) All 5	15
Ruth Martin	.6	60%	94	History Area Stu.	(2) All 5 (4) All 5	10
Bruce Mjaanes	1.14	*100%	159	History Area Stu.	(3) All 5 (9) All 5	20
Ray Quant (Dept. Head)	1.0	100%	67	Area Stu.	(5) All 5	8.5
Stephen Sheets	1.0	100%	130	Sociology Soc. Fam. Life	(8) All 5 (2) All 5	16.5
Walter Wartolec	1.14	*100%	162	History	(12) All 5	20
Roger Wiebe	1.0	100%	118	History	(9) All 5	15
Robert Prugh	1.0	100%	109	History	(9) All 5	15
George Schaefer	1.0	100%	123	History	(9) All 5	15
William Hargesheimer	1.0	100%	124	History	(9) All 5	15
William Putman	1.0	100%	121	History	(9) All 5	15
Sub Totals	<u>18.58</u>		<u>2,435</u>			<u>286.5</u>
TOTALS	<u>120.70</u>		<u>16,343</u>			<u>1,811.7</u>

\*Overload indicated on payroll.

## SECTION II

## ANALYSIS AND RECOMMENDATIONS

The high school teacher allocation process involves many variables; e.g., curriculum programs, enrollment projections, course scheduling procedures, etc. During the past several weeks school and area administrators have stressed the need to develop an equitable allocation process and at the same time maintain the desired curriculum programs in the high schools. The Assistant Director for Budget Services suggested that any changes to the allocation process should conform to the guidelines for program budgeting. This report does not present a "complete" solution to the high school teacher allocation process and the related problems. Specifically, it does not deal with the class size problem. In addition, class size issues are not resolved by this report. The report does suggest various steps which could be taken to establish an improved procedure for allocating high school teachers.

Many of the following recommendations were suggested by the area and school administrators during the past several weeks of interviews. The recommendations are grouped in two parts. First, recommendations suggested by administrators are listed which deal with Board Policy, curriculum programs, student scheduling process, etc. Second, a specific procedure for allocating high school teachers is suggested. The recommendations are as follows:

PART I

1. All changes to established course credits should be made one year before implementation.

This would allow the high schools to adjust course schedules in advance to accommodate any credit changes.

2. General guidelines for minimum and maximum enrollee numbers in courses by subject areas should be established as Board Policy and enforced.



All exceptions to the guidelines should be identified in the Board Policy; i.e., available physical facilities, curriculum program requirements, etc. The following maximum enrollee guidelines have been suggested by Clint Barter and Dick Schafer for Memorial High School:

<u>Courses</u>	<u>Maximum Enrollees Per Section</u>	
Science	27	
English	27	
Social Studies	27	
Home Economics	27	
Business Ed.	27	
Art	27	
Math	27	
Foreign Language	27	
Typing	40	
Physical Ed.	35	
Specialized Ed.	27	
Music	Varies for each course	
Plastics	18	(Enrollees restricted by physical limits)
Auto Mechanics	18	"
Graphics	18	"
Electronics	18	"
Power Mechanics	18	"

Ralph Neale suggested a minimum enrollment for classes other than special education be set at 20 enrollees. If any changes to class size guidelines would be made, it would require Board Policy #3450 to be expanded and/or altered.

3. Required courses for high school graduation should be included in Board

Policies, a possible list of required courses with required credits was suggested by Ralph Neale as follows:

<u>Required Subject</u>	<u>Required Credits</u>
English	3
Social Studies	3
Math	1
Science	1
Physical Education	2

The above list does not include student optional elections required for graduation. In addition, it was suggested that the flexibility to determine which course elections constitute a required course should be made at the high school. Board Policy #3540 requires 1-1/2 physical education credits for high school graduation; any additional credit requirements would need to be added.

4. The number of required high school graduation credits be the same for all four high schools. This suggestion was made by Ralph Neale. The West High School Principal, Al Colucci, mentioned that action has already been taken to make this a part of Board Policy. The suggested high school graduation credit requirements was 20 credits.
5. Establish minimum total student numbers being taught per teacher for a full (1) allocation. In addition, part-time teachers should have a minimum total number of students being taught per teacher. Some administrators did not feel minimums should be established due to curriculum program variations, e.g., co-ops.
6. The Personnel Director, Maurice Sullivan, suggested a single file be developed in the Personnel Division showing all authorized positions, vacancies, and the types of existing positions. This file could serve as a single

source of information regarding position vacancies, allocations, etc. for the Madison Public Schools.

7. Teacher allocation guidelines should be established for accommodating special education students who are "mainstreamed" into regular school classes.
8. Identify requirements regarding the total number of students taught by Department Chairmen.

## PART II

Step #1. During early November of each school year the following information for each high school should be reviewed by the Superintendent of Schools or personnel designated by the Superintendent:

- a. Actual enrollments during the current Fall semester by course subject area.
- b. Average number of students being taught per teacher by course subject area.
- c. Average number of student contact hours per week per teacher by course subject area.
- d. Existing teacher allocations by course subject area.

Step #2. After reviewing the information listed in Step #1 during the early weeks of November any unidentified exceptions to established enrollment, curriculum program, and teacher allocation guidelines should be identified. The Superintendent of Schools or personnel designated by him should identify all exceptions through direct discussion with the High School Principals and/or Assistant High School Principals. At this time allocations could be transferred from one high school to another if the need arises for Spring semester.

Step #3. The Superintendent of Schools or personnel designated by him should determine high school teacher allocations in early January for the

coming school year by considering projected enrollments and existing data described in steps #1 and #2.

Step #4. A "pool" of high school teacher allocations should be retained by the Superintendent of Schools in January. The size of the "pool" should be determined after reviewing information listed in steps #1 and #2. All Area Directors, High School Principals, and Assistant High School Principals should be notified regarding the number of teacher allocations in the "pool."

Step #5. The information listed in steps #1 and #2 should be updated for Spring semester during March of each school year.

Step #6. During early April the Superintendent of Schools or personnel designated by him should review the following information for each high school:

- a. Actual enrollments during the current Spring semester by course subject area.
- b. Average number of students being taught per teacher by course subject area.
- c. Average number of student contact hours per week per teacher by course subject area.
- d. Existing teacher allocations by course subject area.
- e. Student elections for the coming school year.

Step #7. The Superintendent of Schools or personnel designated by him should determine additional high school teacher allocations in April or early May based on the information reviewed in step #6. At this time allocations would be made from the "pool."

Step #8. Any changes to previously-mentioned information should be reviewed during August by the Superintendent of Schools or personnel designated by him. All teachers remaining in the "pool" should be allocated at this time.