

Instruction – Special Education Teacher Workload

As prescribed in 23 Illinois Administrative Code 226.730 (b) and (c), sizes for special education classes should not exceed the following limits:

Description	Max. # of students/teacher	Max. # with additional aide
All of the students receive special education services for 20% of their day, or less	15	17
If any one student in the class receives services for more than 20% of his/her day, but less than 60%	10	15
If any one student in the class receives services for more than 60% of his/her day	8	13
For children 3 to 5 years old (except for Speech only)	5	10

In addition, school districts are required to have a policy prescribing the workload for special education teachers. That policy should take into account:

1. the number of instructional periods which will be considered a full-time assignment
2. the maximum number of students that a full-time teacher will be expected to case manage

Full-time assignment (normal work load)

A special education teacher's full-time assignment, based upon an eight period day, will be six instructional periods, or five instructional periods and one study hall. Fourth, Fifth and Sixth grade teachers shall be considered Junior High teachers and receive the same preparation time as stated above.

Elementary teachers shall have preparation time equal to the total weekly minutes of preparation time taken by the middle and high school teachers.

Full-time assignment (case management)

The goal will be that special education teachers will not be assigned to manage more than twenty-five (25) student individualized educational plans.

Speech / Language Pathologist(s)

Speech and Language Pathologists will not be assigned to manage more than sixty (60) student individualized educational plans.

LEGAL REF.:

CROSS REF.:

APPROVED: 6/17/2009