Staff Employed at School and Central Office Levels
Maryland Public Schools
June 2009
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Maryland Public Schools
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Introduction

The following tables were prepared from the annual staff reports submitted by the 24 Maryland local education agencies (LEAs) to the Maryland State Department of Education (MSDE) as of June 1, 2009. All positions, with the exception of temporary and hourly personnel and contractual personnel with less than a school-year contract, are included in the report.

In Maryland, instructional personnel include teachers, therapists, guidance counselors, school psychologists, school librarians, teacher trainers, athletic coaches, teacher aides, and others who work directly with students in the delivery of instructional programs and activities. Noninstructional personnel are staff in the central office and staff at school level who are not involved directly in the delivery of instructional services.
Definitions

**Budget Categories**

**Administration** - General regulation, direction, and control of the LEA, including board of education, personnel, research and development, data processing, planning, business services, and instructional program supervision and direction for non-special education programs

**Mid-level Administration** - District-wide administration and supervision of instructional programs and school administration.

**Instruction** - Direct and supportive activities dealing with student instruction, including classroom instruction; career and technology education; cocurricular activities; school media services, special programs for limited English proficient students, gifted and talented students, and compensatory education; guidance services; psychological services; instructional staff development; and adult education.

**Special Education** - Activities designed for students who, through appropriate assessment, have been determined to have temporary or long-term special education needs arising from cognitive, emotional, and/or physical factors, as defined in the State Board of Education’s Special Education Bylaw.

**Student Personnel Services** - School attendance, school social work, and student accounting services

**Health Services** - Physical and mental health activities that provide students with medical services, including health screening, emergency injury, illness care, dental services, appraisal services, etc.

**Student Transportation Services** - Conveyance of students before, during, and after the school day, including the regular servicing and maintenance of vehicles

**Operation of Plant** - Care and upkeep of buildings and grounds, warehousing and distribution services, and security and safety services

**Maintenance of Plant** - Activities concerned with keeping the grounds, buildings, and equipment in their original condition of completeness or efficiency

**Food Services** - School cafeteria services, including food preparation and food delivery

**Community Services** - Services provided by the LEA for the community or some segment of the community other than for public school activities and adult education programs. Examples are community recreation programs, civic activities, and programs of custody and care of children.

**School Construction** - Major renovation and construction projects of the LEA

**Capital Outlay** - expenditures of current funds for directing and managing the acquisition of, or addition to, fixed assets, including money spent for land or existing buildings, improvements to grounds, construction, remodeling, or renovations.
### Position Types

**Superintendent** - The chief administrative officer of the school system

**Director, Coordinator, Supervisor, Other Administrators** - Staff with broad LEA responsibilities who direct and supervise other employees

**Principal** - The administrative head of a school

**Vice Principals** - Staff assigned to assist the principal with the daily administration and supervision of school activities and services

**Teachers** - Staff with duties relating to instructing students, including classroom teachers, home and hospital teachers, distance learning teachers, etc.

**Therapists** - Staff who perform activities related to physical or occupational methods of treatment and rehabilitation of students

**Librarian/Media Specialists** - Staff who perform duties related to organizing and managing school libraries

**Guidance Counselors** - Staff responsible for counseling students with regard to their academic, self-management, education/career decision-making, interpersonal, or related needs that impact directly on educational and career choices

**Psychological Personnel** - Staff who evaluate a student’s cognitive and emotional development, diagnose educational and personal disabilities, and provide appropriate follow-up in the form of consultation or direct intervention

**Pupil Personnel Workers (PPWs)** - Staff who work with the family, school, and community to determine the cause of and provide solutions for serious attendance, academic, and/or disciplinary problems of students

**Social Workers** - Staff assigned to investigate, diagnose, and provide case work and group work services for student problems arising from the home, school, or community

**Nurses** - Staff who provide services such as health appraisals, treatment of minor injuries, and referrals for other health services

**Teacher Aides** - Staff who are assigned to assist in delivery of instructional services to students

**Library Aides** - Staff who are assigned to assist in the school media center

**Other Aides** - Assistant counselors, computer aides, extra-curricular activity aides, psychological assistants, etc.

**Secretaries and Clerks** - Staff whose occupations require skill and training in clerical-type work including preparing, transcribing, systematizing, or preserving written communications and reports. Included are bookkeepers, messengers, and office machine operators
### Table 1
**Staff Employed in All Positions**
**Maryland Public Schools: June 2009**

<table>
<thead>
<tr>
<th>Local Education Agency</th>
<th>Total Staff Employed</th>
<th>Instructional</th>
<th>Noninstructional</th>
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<td></td>
<td>Total Instructional</td>
<td>Teachers and Therapists</td>
<td>Media, Guidance, and Psychologists</td>
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<tr>
<td>------------------------</td>
<td>----------------------</td>
<td>--------------------------</td>
<td>-----------------------------------</td>
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* Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.

^ Also includes pupil personnel workers, school social workers, and other administrators.

† Includes nurses, admission officers, research specialists, etc.

@ Includes technicians, service workers, secretaries and clerks, drivers, crafts and trades personnel, laborers, etc.
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<tr>
<th>Local Education Agency</th>
<th>Total Staff Employed</th>
<th>Superintendents, Deputy, Associate, and Assistant Superintendents</th>
<th>Directors, Coordinators, Supervisors, and Administrators</th>
<th>Principals, Vice Principals, and Other School Administrators</th>
<th>Teachers</th>
<th>Therapists</th>
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**NOTE:** Positions shown above are irrespective of budget codes.
### Table 2 (Continued)
#### Staff Employed by Position
**Maryland Public Schools:  June 2009**

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<th>Local Education Agency</th>
<th>Pupil Personnel Workers and School Social Workers</th>
<th>Other Professionals*</th>
<th>School Nurses and Other Health Professionals</th>
<th>Teacher Aides</th>
<th>Library Aides</th>
<th>Other Aides</th>
<th>Bus Drivers and Other Transportation Personnel</th>
<th>Secretaries and Clerks</th>
<th>Support Staff^</th>
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* Includes both instructional and noninstructional professional personnel.

^ Includes technicians, service workers, crafts and trades personnel, laborers, etc.

NOTE: Positions shown above are irrespective of budget codes.
### Table 3
Staff Employed in Maryland Public Schools
June 2009

<table>
<thead>
<tr>
<th>Local Education Agency</th>
<th>Instructional Staff*</th>
<th>Noninstructional Staff^</th>
<th>Total Staff Employed</th>
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<td>Elementary</td>
<td>Middle and Combined</td>
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<td>1,692.7</td>
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<td>3,332.8</td>
<td>2,551.0</td>
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<td>2,116.0</td>
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<td>348.5</td>
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<td>967.5</td>
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<td>1,529.5</td>
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* Instructional staff does not include principals and vice principals.
^ Includes instructional staff at the central office level.
### Table 4
Ratios of Total Enrollment to Selected Staff Positions
Maryland Public Schools: June 2009

<table>
<thead>
<tr>
<th>Local Education Agency</th>
<th>Equated 9-30-08 Enrollment</th>
<th>Principals and Assistant Principals*</th>
<th>Teachers</th>
<th>Teachers and Therapists</th>
<th>Noninstructional Staff^</th>
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<td>Number</td>
<td>Ratio</td>
<td>Number</td>
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</table>

* Includes other school-level administrators.

^ Includes instructional staff at the central office level, as well as principals, assistant principals, and other administrators.

NOTE: Positions shown above are irrespective of budget codes.
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<th>Local Education Agency</th>
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<th>Teachers</th>
<th>Therapists</th>
<th>Librarians</th>
<th>Guidance Counselors</th>
<th>Psychological Personnel</th>
<th>Other Instructional Personnel(^\text{a})</th>
<th>Teacher Aides</th>
<th>Library Aides</th>
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\(^*\) Includes all instructional staff who work at the central office, elementary, middle and combined, and secondary levels.

\(^\text{a}\) Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.
**Table 5a**
Elementary Instructional Staff Employed
Maryland Public Schools: June 2009

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<tr>
<th>Local Education Agency</th>
<th>Total</th>
<th>Teachers</th>
<th>Therapists</th>
<th>Librarians</th>
<th>Guidance Counselors</th>
<th>Psychological Personnel</th>
<th>Other Instructional Personnel*</th>
<th>Teacher Aides</th>
<th>Library Aides</th>
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* Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.
Table 5b
Middle and Combined Instructional Staff Employed
Maryland Public Schools: June 2009

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<th>Local Education Agency</th>
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<th>Librarians</th>
<th>Guidance Counselors</th>
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<th>Teacher Aides</th>
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* Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.
Table 5c
Secondary Instructional Staff Employed
Maryland Public Schools: June 2009

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<th>Guidance Counselors</th>
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* Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.
### Instructional Staff Employed in Regular Education Instruction-Related Positions*

#### Maryland Public Schools: June 2009

*See the definition of the Instruction category on page ii of this report.

^ Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.

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<th>Local Education Agency</th>
<th>Total</th>
<th>Teachers</th>
<th>Therapists</th>
<th>Librarians</th>
<th>Guidance Counselors</th>
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Table 7
Instructional Staff Employed in Special Education Instruction-Related Positions*
Maryland Public Schools: June 2009

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* See the definition of the Instruction category on page ii of this report.

^ Includes staff developers, teacher trainers, athletic coaches, remedial specialists, and other school-level instructional professionals.
## Table 8
### Staff Employed in Administration-Related Positions
#### Maryland Public Schools: June 2009

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* Includes auditors, admission and attendance officers, registrars, etc.
Table 10
Staff Employed in Operation and Maintenance of Plant
Maryland Public Schools: June 2009

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Table 12
Staff Employed in Community Services and School Construction
Maryland Public Schools: June 2009

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<th>Local Education Agency</th>
<th>Community Services</th>
<th>School Construction*</th>
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<tr>
<td></td>
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* Includes staff involved in facilities acquisition and construction, budgeted to Capital Outlay category.