

## **Frequently Asked Questions about Enrollments, Projections, and Capacities**

### **When are enrollments counted?**

The official enrollments for all schools are calculated on September 30 in accordance with the Maryland State Department of Education (MSDE) policies.

### **What is full time equivalent enrollment?**

Full time equivalent (FTE) enrollment is an adjustment made to a school's total enrollment for the purpose of comparing enrollment to a school's official capacity. FTE enrollment factors 100% of students in Grades kindergarten through Grade 5, and 50% of students in prekindergarten and preschool because they are half-day programs. No FTE conversion is required at secondary schools.

For elementary schools, the FTE calculation is:

(preschool x .5, rounded up to a whole number) + (prekindergarten x .5, rounded up to a whole number) + Grades kindergarten through Grade 5.

### **How often are enrollment projections updated?**

School system enrollment projections are updated annually to ensure that trend information is current and the latest data is available.

### **Are enrollment projections accurate?**

In alignment with BCPS' established performance standards, the target accuracy for systemwide projections is 99 percent. This goal has been met consistently for the past several years, including September 30, 2014 (99.98% accuracy). The target accuracy for individual schools is +/- 7% of the total enrollment.

### **What is an "area"?**

For planning purposes, BCPS identifies five geographic areas of Baltimore County:

- Southwest Area
- Northwest Area
- Central Area
- Northeast Area
- Southeast Area

Clusters of elementary schools, middle schools, and high schools are associated with each of the five areas. These are often common feeders, but some elementary to middle and middle to high school boundaries do overlap across geographic areas.

## Frequently Asked Questions about Enrollments, Projections, and Capacities, continued

### What is a “zone”?

Zones are different than planning areas. BCPS currently administrates schools through four elementary zones, a middle school zone, and a high school zone. One assistant superintendent administrates each of the four elementary school zones. Two assistant superintendents share the middle school zone, and two share the high school zone. Elementary school zone distribution is subject to annual change. For the most current zone identifications, please visit the BCPS Web page:

<http://www.bcps.org/schools/schoolsByZone.aspx>

### How is capacity calculated?

State-Rated Capacity (SRC) is defined by MSDE and is calculated based on the number of teaching stations in the school and their utilization. SRC applies to the main building and permanent additions. SRC does not include relocatable units.

At the elementary level, SRC is calculated as follows:

- Regular classroom (Grades 1-5) 23 seats
- Self-contained special education classroom 10 seats
- Kindergarten classroom 22 seats
- Prekindergarten classroom 20 seats
- Zero-capacity allowances: cafeteria, gymnasium and multi-purpose rooms, computer lab, art, vocal music, instrumental music, reading resource, science storage, and preparation rooms

At the secondary level, SRC is calculated as follows:

- Regular classroom/computer classroom (Grades 6-12) 25 seats x 85% utilization
- Career and technology education classroom 20 seats x 85% utilization
- Self-contained special education classroom 10 seats x 100% utilization
- Gymnasium (2 classrooms) 50 seats x 85% utilization
- Zero-capacity allowances: computer lab
- Teaching stations used for activity rooms, dance studios, weight rooms, science labs, art, music, technology education, family studies, and business classrooms all count as teaching stations (25 seats x 85% utilization)
- Teaching stations that can be separated by moveable walls or partitions (such as those in some designed auditoriums) also contribute to capacity (25 seats x 85% utilization)

### Why does capacity change?

The SRC is recalculated and submitted for approval to the Maryland Department of Planning (MDP) when teaching station utilization changes occur within a school.

**Frequently Asked Questions about Enrollments, Projections, and Capacities, continued**

**Changes to the State-Rated Capacity of Baltimore County Public Schools  
 For the 2014 -2015 School Year**

Elementary School	Former Capacity (2013-2014)	Current Capacity (2014-2015)	Increase/Decrease
Carney ES	551	574	+23
Mays Chapel ES	Under Construction	715	+715
Scholars K-8	Not Reported	500	+500
<b>Elementary School Total</b>	<b>551</b>	<b>1,789</b>	<b>+1,238</b>

Middle School	Former Capacity (2013-2014)	Current Capacity (2014-2015)	Increase/Decrease
Holabird MS	1,039	967	-72
<b>Middle School Total</b>	<b>1,039</b>	<b>967</b>	<b>-72</b>

High School	Former Capacity (2013-2014)	Current Capacity (2014-2015)	Increase/Decrease
Catonsville HS	1,729	1,750	+21
<b>High School Total</b>	<b>1,729</b>	<b>1,750</b>	<b>+21</b>

Source: Datawarehouse.dbo.DM\_Facility\_Projections

**What does “utilization” mean?**

Utilization compares the FTE enrollment (elementary) or headcount enrollment (middle and high) to determine whether a school is over or under State-Rated Capacity.

$$\text{Number of Students +/- Capacity} = \text{FTE Enrollment} - \text{State-Rated Capacity}$$

Positive numbers indicate the amount enrolled over State-Rated Capacity. Negative numbers indicate the amount enrolled under State-Rated Capacity.

$$\text{Percent Utilization} = \text{FTE Enrollment divided by State-Rated Capacity}$$

A school with a utilization of 100% is enrolled at capacity. Utilization less than 100% is under capacity, and utilization over 100% is over capacity. The tables and maps on pages 15-39 of this report use the following color shading scale to show the percent utilization for September 30, 2014:

Percent Utilization Shading Key	0-60%	60%-80%	80%-100%	100%-115%	115%-130%	130%+
---------------------------------	-------	---------	----------	-----------	-----------	-------

If a school has a utilization rate of 115% (enrollment is 15% above its State-Rated Capacity), it is deemed overcrowded by the Baltimore County Adequate Public Facilities Ordinance.