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**TO:** School District Administrator  
**FROM:** Sherry Houdek, Director, Teacher and School Effectiveness  
**DATE:** July 1, 2015  
**RE:** NDCC 15.1-07-32 - Student Performance Strategists (SPS)

As you know, the ND Assurances issued July 28, 2014, includes the assurance #7 – *The institution certifies that they are in compliance with all requirements outlined for schools in North Dakota Century Code.* One statute, NDCC 15.1-07-32, specifically addresses Student Performance Strategists. Each district must provide one full FTE student performance strategist for every 400 students in K-3.

We have developed a formula for school administrators to use when calculating the appropriate SPS minutes and/or FTE for their school district. Below is the formula for determining the number of FTE and/or equivalent minutes you must provide a SPS according to NDCC 15.1-07-32. Student performance strategist time is reported on the school's Spring Calendar.

1. For the (*current*) school year
  - i. Districts K-3 enrollment is (*current school year fall enrollment*\*) students
  - ii. (*K-3 enrollment total*) students divided by 400 students for a student performance strategist (SPS) = required SPS FTEs
  - iii. Schools elementary week is 1,800 minutes per week\*\* X 36 weeks per school year = 64,800 minutes per year per 1 FTE SPS
  - iv. 64,800 minutes per year X (required) SPS FTE's = total minutes required for SPS services

\*this will be prepopulated on the spring calendar based upon the reported fall enrollment in STARS

\*\*use the elementary instructional day reported on the fall calendar to determine the number of minutes per week.

