

Article 9
CLASS SIZE / STUDENT CONTACTS

- 9.0 Class Caps and Total Student Contact Caps are set forth in Appendix F.
- 9.1 Class caps are subject to modification for purposes such as changes in enrollment and attendance, size and availability of facilities, limitations for special education classes and guidelines for state and federally funded programs. Prior to any modification the Association will be consulted.
- 9.2 After school commences in the fall and spring semester, the unit members(s) shall be provided the opportunity for input and discussion prior to the final attempt at leveling classes not to exceed Class Caps or Total Student Contacts (Appendix F). Unit members who volunteer to exceed Class Caps will be considered before a decision is made. The final decision rests with the Principal or Principal's designee. Total Student Contacts is the sum total of Class Caps for periods taught plus one, excluding classes taught as Non-Compensated Overages classes (see asterisked classes noted in Appendix F).

The District will make every reasonable effort to balance class loads and stay within Class Caps. Leveling of classes shall occur within fifteen (15) days after the start of the first semester (first quarter for continuation schools) and ten (10) days after the start of the second semester (second, third & 4th quarters for continuation schools). Beginning on the 16th day of the first semester (1st quarter for continuation schools) and the eleventh day of the second semester (second, third & 4th quarters for continuation schools), compensation may be earned at Overage Fee #1 and/or Overage Fee #2. Compensation is paid on a per semester basis (two quarters equal one semester).

Overage Fee #1 is based on exceeding the Class Caps as listed in Appendix F, plus three. Overage Fee #2 is based on exceeding the Total Student Contact Cap. Total Student Contact Cap is the sum of the unit member's Class Caps plus one, excluding classes taught as Non-compensated Overage Classes (Appendix F); students enrolled in Non-compensated Overage Classes do not count toward either cap.

PowerSchool enrollment on any given day determines if an overage has occurred. If the caps have been exceeded for three consecutive days, the fee will be earned regardless of whether enrollment falls below the compensated level later in the semester. Overage fees to be paid as follows:

Students	Overage Fee #1 # Over Class Cap + 3	Overage Fee #2 # Over Student Contact Cap
1	\$150.00	\$200.00
2	\$300.00	\$400.00
3	\$450.00	\$600.00
Each additional	\$150.00	\$200.00

Non-compensated Overage Classes are indicated by an asterisk (*) in Appendix F. Due to the nature of the classes, the Association and the District recognize that there may be legitimate reasons for these classes to exceed the Class Caps. A waiver form, Appendix F-2, will be used for this purpose.

- 9.3 The provisions of this article shall not apply to classes maintained during the summer months in the summer session.
- 9.4 The maximum enrollment for those classes in which work stations are necessary as a part of the curriculum shall be limited to the number of work stations available in the classroom. The number and type of work stations shall be determined by the site administrator, or designee, after consultation with the Department Chair.

- 9.5 Special Education class size as follows: SDC 21 +3, TMH 12 +1, ED 13 +1, SDD 10 +1, DHH 13 +1, and Autism 8 +1. Overage Fee #1 and Overage Fee #2, as described in section 9.2, will be paid according to the terms of section 9.2, except that a 20% deduction for each instructional aide (including one-on-one aides) assigned to the special education class will be taken from the total to be paid with a maximum deduction of 50% of the payable overage compensation. Special education teachers who are eligible for caseload overages, per section 9.8.2, must choose to receive either the caseload overage or the class cap overage.
- 9.6 The above provisions shall not be construed to hinder the District's flexibility in utilizing instructional groupings different from the historically standard classroom, such as large group instruction, cooperative teaching teams, pilot programs, or similar nonstandard structures.
- 9.7 Data used to determine if Class Caps and/or Total Student Contact Caps have been exceeded shall be made available to the Association or Unit Member upon request.
- 9.8.1 Prior to commencement of each school year, guidance counselor workloads for each school, including where appropriate, counselor-pupil ratios, shall be determined by the District after consultation with the head counselor(s) at each site. This consultation will take place during the month of August.
- 9.8.2 **Special education caseloads** will not exceed 28. An overage will be paid at the rate of \$200.00 for each and every student over 28, provided the teacher executes a waiver to permit the excess **caseload**. The overage compensation will be paid per semester. Special education teachers located at continuation schools and CDS schools that maintain **caseloads** in excess of 28 will receive either caseload overages or the class cap overages in accordance with Article 9.2, at the discretion of the unit member.
- 9.9.1 All other class caps identified in Appendix F will be increased by 1 student, effective beginning in the 2007-2008 school year; total student contact caps will correspondingly increase as a result of the class cap formula.