

**ARTICLE X**

**Class Size and Staffing Ratios**

A. The following class size maximums shall be adhered to:

<u>Level, Grade, or Subject</u>	<u>Maximum Class Sizes</u>	
<b><u>Elementary</u></b>		
Kindergarten	32*	
Grades 1-3	30*	
Grades 4-5	35	
Combinations K-3	28*	
Combinations 3-4	28*	
Combinations 4-5	33	
<b><u>Middle School</u></b>		
Grade 6 Core Classes	35	
English	35	
Science, Mathematics, Social Studies	37	
Typing	42	
Regular Physical Education	54	
Music	54	
All others	39	
<b><u>Secondary</u></b>		<b>Maximum Total Students</b>
English (Drama and Journalism excepted)	35	175
Foreign Languages, Laboratory Science, Mathematics, and Social Studies	37	185
Regular Physical Education	54	270
Music	54	270
All others	39	195

\*As an alternative average class size enrollment for each school site in kindergarten and grades 1-3 authorized under Education Code section 42238.02(d)(3)(B)(C)(D), the District and Association agree that the District shall maintain an annual average class enrollment at each school site not to exceed 32:1 for kindergarten and 30:1 for grades 1-3, which shall not be greater than the individual class size maximums of 32 for kindergarten and 30 for grades 1-3 specified in section A above. Any reduced class size in kindergarten and grades 1-3 shall be determined by the District through the Board-adopted Local Control Accountability Plan, which considers schools with the highest concentration of students on the Free and Reduced Lunch Program, English Language Learners, students in foster care, and students classified as homeless, as specified under the Local Control Funding Formula. Other schools may be selected by the Superintendent in collaboration with the Association.

1 Annually, the District shall provide TALB with a list of schools selected for class size  
 2 reduction under these criteria. If at any time the District or the Association learns that  
 3 compliance with this provision may result in any reduction to its augmentation funding for  
 4 K-3 Grade Span Adjustment, the District and Association agree to immediately meet and  
 5 negotiate to bring this Grade Span Adjustment language exception into compliance with  
 6 the law.

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- 8 B. Within a reasonable period of time following assignment, each student will have a work  
 9 station which is appropriate to the subject being taught.
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- 11 C. If at any time during the school year a class is in excess of the class size maximums, it is the  
 12 intent of the District that a return to maximum will be achieved at the earliest possible date  
 13 but no later than twenty (20) school days after the date the class enrollment exceeds the  
 14 contractual maximum. Before any student is assigned to a class in excess of the maximum  
 15 class size, a manager shall review the assignment with the affected teacher. At the request  
 16 of the teacher, when class enrollment has exceeded the contractual maximum for ten (10) or  
 17 more school days, the manager and teacher will meet to review the status of the over  
 18 maximum situation. The teacher may request TALB representation at the above described  
 19 meetings.
- 20
- 21 D. In implementing these procedures, the principal will equitably assign pupils in excess  
 22 of the maximum and will upon request, explain the basis for the assignment.
- 23
- 24 E. If a teacher consents or requests to teach more than the contract maximum number of  
 25 students, the District shall not be obligated to reduce the enrollment for that teacher's  
 26 class.
- 27
- 28 F. The special education special day class annual cumulative average for the District will be a  
 29 maximum of fourteen (14). No special day class shall exceed a per class maximum of  
 30 eighteen (18) pupils. On or about the 15<sup>th</sup> day of October, December, February and April, the  
 31 Assistant Superintendent, Office of School Support Services, shall meet with the Association  
 32 to review the special day class average and maximums.
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- 34 G. The following provisions shall apply in determining staffing ratios of counselors,  
 35 psychologists, nurses and librarians.
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- 37 1. The District shall determine the level of counselor, psychologist nurse and librarian  
 38 service at each school/program site.
  - 39 2. Counselor, psychologist, nurse and librarian time provided with categorical program  
 40 funds shall be in addition to the District-provided general allocation.
  - 41 3. When the levels of service and numbers of counselors, psychologists, nurses and  
 42 librarians have been determined, the manager in charge of each service shall develop  
 43 the schedule for providing service to schools/programs.
  - 44
  - 45
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- 1           4.       Factors to be used in determining the scheduling and staffing ratios shall be as  
2 follows:  
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- 4           a.       Number of staff budgeted and available for service;  
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6           b.       Number of staff days available for District-funded service;  
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8           c.       Number of schools/students to be served;  
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10          d.       Geographical location of assignments for an individual;  
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12          e.       Number of elementary and secondary schools to be served by an individual;  
13  
14          f.       Other factors deemed pertinent by the manager.  
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- 16          5.       Prior to the beginning of the school year, the managers shall confer with a  
17 representative group (counselors/psychologist/nurses/librarians) in the process of  
18 scheduling equitable staffing ratios. The Association shall be advised of the meeting  
19 date with the counselor/psychologist/nurse/librarian group and shall have the right to  
20 have an Association representative present at the meeting. The scheduling decisions  
21 of the manager shall be final.  
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- 23          6.       Problems relating to employee's abilities to achieve expected levels of service shall  
24 be referred by the individual employee to the appropriate site or District level  
25 manager. Where necessary, reassessment of job description priorities may be in order  
26 so that optimum service can be provided.  
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- 28          7.       The District will allocate to Special Education an amount equal to one-third (1/3) of  
29 the Medi-Cal reimbursement received by the District during the previous fiscal year.  
30 Such allocation will be used exclusively to provide additional clerical assistance for  
31 school nurses. The distribution of such assistance will be determined through a  
32 process similar to that described in Section G.5. above.  
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- 34 H.       The District shall provide nurses with written information concerning automobile and  
35 insurance factors related to their job descriptions.  
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- 37 I.       The maximum class size for Library Service classes in high schools shall be five (5) students  
38 per class period and in middle schools three (3) students per class period, unless exceptions  
39 are mutually agreed upon by the librarian and site manager.  
40
- 41 J.       In accordance with Education Code, Section 56363.3, the districtwide average caseload for  
42 speech/language specialist teachers shall not exceed fifty-five (55).  
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- 44 K.       In the event a Work-Based Learning class fails to maintain a minimum of twenty-five (25),  
45 the class may be dissolved and the teacher on special contract shall be released from this  
46 specific class assignment. Classes which have maximum enrollments as mandated by the

1 state which are fewer than twenty-five (25) are exempted from this minimum. If enrollment  
2 in these classes falls below ninety (90) percent of this state mandated enrollment, the class  
3 may be dissolved and the teacher on special contract shall be released from this assignment.  
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