ARTICLE XIII: CLASS SIZE

13.1 Elementary Schools

13.1.1 After the initial class size adjustment period, no classroom in Grades Transitional Kindergarten through three (3), shall exceed 24 pupils. With the mutual agreement of the classroom teacher, the association and the District, one additional pupil may be added, not to exceed a District average of 24:1.

13.1.2 After the initial class size adjustment period, no classroom in Grades 4, 5 and 6 shall exceed 34 pupils. With the mutual agreement of the classroom teacher, the association and the District, one additional pupil may be added.

13.1.3 The District will have ten (10) instructional days at the beginning of the school year to make class size adjustments to meet the District average without exceeding the contractual maximum. During those ten (10) instructional days, a class will not exceed two students more than the contractual maximum.

13.1.4 Enrollment in elementary combination/multi age classroom shall be limited to the contractual size limitations of the lowest grade making up the combination/multi age class. Teachers shall have input into the characteristics of the students that will make up the class.

13.1.5 Mainstreaming of Elementary Special Education Students into General Education Classrooms

13.1.5.1 The amount of time an elementary student with an IEP is mainstreamed from a special education classroom into a general education classroom shall be calculated as instructional class time, excluding recess and lunch. Any student who spends seventy-five percent (75%) or more of this instructional in-class time in a general education classroom shall be counted toward the general education teacher’s class size.
13.1.5.2 The general education teacher, in collaboration with the IEP team, shall have input into the placement of a student who will be mainstreamed into their classroom. This can be reevaluated through the IEP process at any time.

13.1.5.3 The general education teacher shall provide input to the student’s teacher of record regarding the students’ progress during mainstreaming. Should issue arise, the teacher should work in collaboration with the IEP team to make changes to the student’s mainstreaming plan. In keeping with the IEP, the teacher of record for the student being mainstreamed shall be primarily responsible for the mainstreamed student’s behavior plan, assignment modifications, classroom assessments and the content of the progress reports and report cards.

13.1.6 Combination Class Assignments: A combination classroom is defined as two grade levels in an elementary classroom. Class configurations at Sycamore School are multi-age by design and are not applicable to this article. When a combination classroom is assigned, volunteers from the entire teaching staff will be requested to teach the class. If no teachers volunteer, a teacher will be assigned in order of least seniority from teachers within the span of grade levels in the combination class. Teachers will not be required to teach combo classes in consecutive years. Once a teacher has taught a combination classroom for a school year, they will move to the bottom of the rotation list of teachers at that grade level span.

13.1.7 Special Education classroom teachers shall not be included, according to State law, when calculating the pupil/classroom teacher ratio for regular classes.

13.1.8 Elementary school principals shall meet with their staff prior to June 1 to receive input and discuss student assignment as it relates to class size for the subsequent school year. Staff shall be provided the opportunity for input and discussion prior to any changes in teaching
assignments. Student and classroom teacher assignments shall again be discussed in the fall prior to finalizing individual classroom teacher class loads.

13.2 Secondary Schools

13.2.1 The District shall maintain a District average class size of thirty-three (33) pupils for grades seven (7) through twelve (12) excluding San Antonio High School and Community Day School.

13.2.2 No class at Claremont High School or El Roble Intermediate School shall exceed thirty-seven (37) students except for courses that are by design intended for large group instruction. Class size limits for music, theater, and seventh (7th) period PE shall be determined by agreement between the site administrator and the class instructor. The class instructor may request a CFA representative be present. No class at Claremont High School or El Roble Intermediate School in art, industrial art, home economics, science lab, and computer lab-based classes shall exceed the number of student stations. Body Building shall not exceed forty-four (44) students. No other physical education class at CHS or El Roble shall exceed forty-seven (47) students except for 7th period PE classes.

13.2.3 Class sizes for the Claremont High School courses listed below shall have a school site average pupil/classroom teacher ratio not to exceed 24:1 with no class having 25 pupils, except by mutual agreement of the classroom teacher and the District.

- Composition Fundamentals
- Integrated Math Readiness
- Foundations for Academic Success

Class sizes for the El Roble courses listed below shall have a school site average pupil/classroom teacher ratio not to exceed 20:1 with no class enrolled at 21 pupils, except by mutual agreement of the classroom teacher and the District.

- English Reading Support
- Math Support
13.2.4 San Antonio High School shall have a school site average pupil/classroom teacher ratio not to exceed 24:1 with no class exceeding 25 pupils. Community Day School shall have a school site average pupil/classroom teacher ratio not to exceed 20:1 with no class exceeding 21 pupils. Physical Education courses and online courses where teachers are only required to supervise and assist students and do not provide whole classroom direct instruction or assessment, shall have a pupil/classroom teacher ratio not to exceed 30 students.

13.2.5 Except for courses that are, by design, intended for large group instruction and sports physical education classes, the total student load for an individual classroom teacher at the secondary level shall not exceed one less than thirty-seven (37) times five (5).

13.2.5.1 Advisory Homeroom will consist of no more than 32 students that shall meet no more than two times per week for a total time not to exceed 80 minutes. The schedule, program, class configuration and calendar of activities for Advisory Homeroom shall be determined by the site Shared Decision Making Committee and the period may include activities such as social emotional learning lessons, presentations, surveys, announcements, schoolwide activities etc. Members will take attendance and deliver curriculum developed by the District. Members will not formally assess students nor issue grades.

13.2.6 The District will have five (5) instructional days at the beginning of the school year to make class size adjustments to meet the district average without exceeding the contractual maximum. During those five (5) instructional days, a class will not exceed two students more than the contractual maximum. The District will work to meet those time limits in good faith and to the best of its abilities. Should there occur an unforeseen situation such as an unusual
number of new enrollees (5% increase or above), an untimely computer malfunction, or serious event or illness causing staff shortage, the District may find it impossible to meet the time limitations of the contract language. In that event, the District will notify the Association of the need to extend the days for balancing classes in order not to exceed the class size maximum. The Association and the District will determine a timeline to resolve the situation as expediently as possible. The Association will inform its members of the situation.

13.2.7 Special Education classes shall not be included, according to State law, when calculating the pupil/classroom teacher ratio for regular classes.

13.2.8 Secondary school administrators shall meet with department chairpersons prior to June 1st to share the listing of tentative courses and number of students. Department chairpersons shall hold a meeting of department members no later than the last day of school to create tentative assignments for the upcoming academic year based on the expected courses and sections. During the summer, as changes become necessary, every effort shall be made to contact the member to let them know of the change in assignment. Each secondary site administrator shall ensure that the number of courses assigned to members are fair and balanced to the extent possible.

13.2.9 After school commences, staff shall again be provided the opportunity for input and discussion prior to the final attempt at leveling classes.

13.2.10 Secondary teacher shall not be required to teach a multi-level course with two separate and distinct curricula as part of their teaching assignment, unless mutually agreed upon by the member and the District.
13.3 Special Education

The District shall observe all legally required maximums in caseload and class size per California Education Code. SELPA class size guidelines shall be followed for all SELPA classes.

13.3.1 Elementary Mild/Moderate Special Day Classes shall have a class size of no more than twelve (12) students.

13.3.2 Elementary Moderate/Severe Special Day Classes shall have a class size of no more than twelve (12) students.

13.3.3 Secondary Mild/Moderate Classes shall have a class size of no more than twenty (20) students.

13.3.4 Secondary Moderate/Severe classes shall have a class size of no more than twelve (12) students.

13.4 Special Education Caseloads

Speech and Language Pathologists shall have a district-wide caseload average of fifty-five (55) students per FTE.

13.5 Child Development Program

The BLAST and ASES Child Development programs shall maintain a pupil to staff member ratio of no more than 20:1. The State Preschool program shall maintain a pupil to staff ratio of no more than 8:1 and District Preschool programs shall maintain a pupil to staff ratio of no more than 12:1.

13.6 New Enrollees

After individual class sizes have been established, additional students will not be placed in a class without notification to the classroom teacher at least one school day prior to the anticipated placement. In the event the classroom teacher and the principal cannot come to an agreement as to the placement of the student, the principal's decision shall prevail; however, such decision must be within the limits of Sections 13.1 and 13.2 of this Article XIII.
13.7 Modification Exceptions

The number of students in a class may exceed contractual class size for varied group instruction based on ability, grade or other factors with the mutual agreement of the member, their grade level/department and the administrator. These groupings shall only constitute a portion of the day and continue for a specific amount of time.

13.8 Fair and Balanced Student Load

Each site administrator shall ensure that special education students and students with 504 plans are assigned equitably among all appropriate regular education teachers.

13.9 Summer Session Exclusion

The provisions of this Article XIII shall not apply to classes maintained during the summer months in the summer session, intersession, or extended year program. The exclusion does not apply to Child Development Program Lead Teacher, Child Development Program Site Coordinator and Preschool Teacher.