

**MEMORANDUM OF UNDERSTANDING BETWEEN
PETALUMA CITY (ELEMENTARY) AND JOINT UNION HIGH SCHOOL DISTRICTS
AND
PETALUMA FEDERATION OF TEACHERS
December 13, 2018**

The parties have met and agreed on the following language that will be implemented and offered upon the signatures of the parties for three years:

ARTICLE XI

CLASS SIZE

Secondary Staffing Ratio (Secondary Unit Member Contact Load: (Exempt courses: Band and Chorus, Independent Study, Computers, and Computer Assisted Drafting [CAD])):


- B: The following class size limits will be implemented for three years beginning on July 1, 2019. Class size limits will be evaluated each year after the 10th day student count.
1. The District will continue to develop staffing in the spring based on the current staffing ratios outlined in the PFT contract.
 2. Regular class unit members will have an overall class size average of 32 students; the contact load shall not exceed 160 students. No more than two sections will be larger than 32 with a class size limit of 33.
 3. High school physical education class unit member load at the comprehensive high schools shall be 155-200 student contacts per day. No more than two sections will be larger than 40 with a class size limit of 41.
 4. Junior high physical education class unit member load shall be a maximum of 175 student contacts per day. No more than two sections will be larger than 36 with a maximum of 37 students per section, to accommodate Special Day Class students at the junior high schools.
 5. If a unit member exceeds the current contract class limits (currently 32, 40, and 36) after the first ten days of enrollment in any class, they will receive a stipend of \$5 per student over the current contract maximums per day.

The parties agree to convene a sub-committee consisting of secondary administrators and teachers to examine best practices in our parity districts regarding master scheduling process and class size maximums including evaluating the effectiveness of this MOU.

The above language shall remain in place through June 30, 2022.

This MOU is non-precedent setting.


Petaluma City Schools


Matthew Harris, Assist. Superintendent HR


Chris Thomas, Chief Business Official

12/14/18
Date

Petaluma Federation of Teachers


Sandra Larsen, President


Suzanne Garcia, Chief Negotiator

12-14-18
Date