

William S. Hart Union High School District

Class Size Overage Form

COMPLETE ONE FORM FOR EACH CLASS

Name of Teacher: _____ Date: _____
(Must be at least 15 days after beginning of semester)

Class: _____ Period: _____ Semester: _____ Fall _____ Spring Year: 20____

of Students Enrolled: _____ # Contractual Class Size Max: _____

I request period compensation (according to contract sections 12.8.1.2.1 & 12.8.1.2.2.) for _____ students over the contractual maximum for this class. I understand the compensation is one release period per student over the maximum.

I agree to waive my contractual rights (per sections 12.8.1.2 – 12.8.1.5) to period compensation for class size overage

Teacher's Signature: _____

Approved by: _____ Department Chair _____ Date _____

Principal _____ Date _____

- 12.8.1.2 If 15 days from the beginning of the semester, or at any point there after, a section is over contractual class size limits for ten (10) school days the unit member assigned to that section will receive one (1) period of compensation time per student over the limit. The unit member waives the right to be compensated if he/she requests the larger class size. The unit member must submit such waiver in writing to the school principal. All class size waivers must be approved by the teacher, department chair, and the school principal. It is the responsibility of the unit member to request compensation prior to the end of the semester by completing the Class Size Compensation form and submitting it to the school principal.
12.8.1.2.1 The unit member may use accrued periods either a period at a time (1/6) or, when having sufficient periods, as a full day.
12.8.1.2.2 The unit member may accumulate these periods throughout the school year and use them at their discretion. These periods will not be carried over from year to year. Any unit member who does not use these compensation periods during the school year in which they were accrued will lose them without any other compensation.
12.8.1.3 Beginning on the 16th day of the semester no class section will be allowed to have more than four (4) students over the contractual class size limit. This limit may be waived with approval of the teacher, department chair, and school principal.
12.8.1.4 Beginning with the 16th day of the semester no unit member shall have more than forty percent (40%) of their class sections in any one semester over the contractual class size limit. This limit may be waived with approval of the teacher, department chair, and school principal.
12.8.1.5 Beginning with the 16th day of the semester, no more than five percent (5%) of the class sections in any school's master schedule shall have class sizes over the contractual class size limit.