

LETTER OF UNDERSTANDING NO. 2

Between the
Fennville Public Schools
And the
Fennville Education Association

Re: Pupil-Instructor Ratio

The Fennville Board of Education (hereafter referred to as the Board) and the Fennville Education Association, MEA-NEA (hereafter referred to as the Association) mutually agree to the following.

The Parties recognize that pupil-instructor ratio is an important aspect of an effective educational program. The Board agrees to:

1. Assure that the class size will be appropriate to the room assigned and the equipment and materials available;
2. Place the best interest of sound education as the first priority within the framework of existing financial conditions;
3. Keep class size at an acceptable number;
 - a. The Elementary teacher classroom ratio shall not be greater than twenty-five (25) students to one (1) classroom teacher.
 - b. The Secondary (6-12) teacher classroom ratio shall not be greater than thirty (30) students to one (1) teacher. However, the following classes may have a large group of students (band, music, choir, drama) and may contain more than 30 students per teacher per classroom.
 - c. The following classes are exempt from the above Pupil-Instructor Ratios: Band, Music, Choir, Physical Education, Technology, and Specials.
 - d. Teachers who have a student-teacher ratio that exceeds the above provisions shall be compensated as follows:

Students Over Pupil-Instructor Ratio	Pro Rated Stipend Related to a. and b. above
1-2 Students	\$500
3-4 Students	\$750
5-6 Students	\$1000

The following applies to the above stipend:

- (1) For an "overload" to apply, the ratio must be maintained for at least 5 consecutive school days.
- (2) The above stipend shall be prorated by marking period.
- (3) For an overload to apply at the secondary level, it must exist in at least 40% of the teacher's assignment.
- (4) Stipend to be paid at the end of each semester.

4. Examples:

Example	Compensation under Letter of Understanding
Kindergarten teacher has twenty six students for the first 2 weeks of the school year, then a new teacher is added to reduce the class size below 25	Five consecutive day requirement is met, teacher will receive 1/6 of \$500 (\$83.33) at pay in January, as there are six marking periods in a year in the elementary.
Sixth Grade teacher has the following class sizes for the first three weeks of the school year: 27, 24, 33, 31.	Sixth grade is considered secondary so the threshold is 30 students. Teacher will receive 1/4 of \$500 (\$125) in January as the middle school has 4 marking periods per year.
High School algebra teacher has the following class sizes for the first 4 days of the first semester: 33, 34, 26, 28, 27. Class sizes are then adjusted below 30. However, during the last four days of the semester, class sizes become 35, 35, 28, 28, 27.	Five consecutive day rule is not met therefore there is no additional compensation.
Same high school algebra teacher has class sizes below 30 for the first few weeks of the first semester, but they balloon up to 35, 37, 20, 24, 27 for the last 15 days. Then for the second semester, the teacher's enrollment is 34, 24, 34, and 34, 27 and holds firm for the semester.	Teacher is due \$1000. Compensation of \$500 will be paid at the end of each semester.
Elementary PE teacher has class sizes of 32, 33, 20, 19.	Teacher is due no compensation as PE is exempt.
Middle School teacher has class sizes of 40, 26, 25, 29 for the entire school year.	No compensation as "overload" does not exist in at least 40% of the assignment.

For the Fennville Public Schools

For the Fennville Education Association

By: 8-20-18
 Daper

By: Michael J. McElroy
 Dated: 8/20/18