

Date: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_  
Principal

Site: \_\_\_\_\_

RE: Article VII. Class Size, Section C

I am formally notifying the District, as required by the Agreement between the Board of Education of the Montebello Unified School District and the Montebello Teachers Association, that my class size of \_\_\_\_\_ exceed the class size limits as outlined in the contract.

If this situation is not rectified, I will pursue a grievance in accordance with the time line specified in the contract.

Thank you for your cooperation in the matter.

CC: Kathy Kohn Schlotz, MTA