

EARNED COMP TIME

Activity: _____

Date of Activity: _____

Code: _____

Time of Day _____ **to** _____

Time Earned: _____

(Please compute in minutes)

Teacher Signature

Principal Signature

REASON CODES	#
Site Council representative – The limit to the number of teachers who will be compensated, per building, is as follows: 1 classroom teacher per grade level, 1 special education teacher per building.	1
Site Council presentations – Only presentations that have been scheduled in advance by the principal will be awarded compensation time. Voluntary presentations will not be awarded comp time.	2
Student Improvement Team -	3
QPA preparation/presentation	4
Content area meetings & assessment meetings – Only content meetings that are scheduled by the principal, Director of Curriculum, or the Director of Special Services and approved by the Superintendent. Please see Negotiated Agreement for further info.	5
Supervision of music programs – Only if directed by the principal to be present to supervise students.	6
Presentation at PTO – Only presentations that have been scheduled by the principal.	7
Spring Kindergarten Parent Meeting	8
Back-to-School Night	9
Supply Night	10
Ad hoc district level committees – Approved by the Superintendent	11
Building leadership committees – Approved by Principal & Superintendent	12