



CLASS OR STUDENT-CONTACT OVERAGE COMPENSATION FORM

Employee Name: _____ Site: _____

Grading Period (Circle One): 1st 2nd 3rd 4th

Grade Level/Subject Area: _____

of Students in Class (Primary) or Student Contacts (Secondary): _____

Compensation Preference (Check One): Payment* _____ Release Time** _____

**Payment = 4 hours of non per-diem hourly pay. Attach a timesheet to this form.*

***If release time is selected, please follow your school protocol for securing a full-day substitute.*

Teacher Signature: _____ Date: _____

Principal Signature: _____ Date: _____

Human Resources Signature: _____ Date: _____

ACT Contract Language from Article XX

20.5 In transitional kindergarten through 5th grade, if a teacher has one more than the target students per grade band and the grade level average is above the target , the district will have 15 days to correct the overage, otherwise, the teacher(s) will have the option to receive one release day per grading period for planning and grading purposes, or 4 hours of non per-diem hourly pay, per grading period, outside of the contract day.

20.6 In grades 6-12, if the number of student contacts for a teacher exceeds 165 in a core curricular area to include language arts, mathematics, social science, and science, the district will have 15 days to correct the overage, otherwise, the teacher(s) will have the option to receive one release day per grading period for planning and grading purposes, or 4 hours of non per-diem hourly pay, per grading period, outside of the contract day.