

OVERLOAD REMEDY SELECTION

Certificated Staff Members

(to be completed after the 10th day of each Semester if in Overload)

Per ARTICLE VI. INSTRUCTION, Section B. Workload and Class Size, If current class sizes are exceeded as set out above, the Principal, employee and if the employee so chooses, an association representative will meet on or before the tenth (10th) day to review and discuss overload remedies. Final selection of the remedy will be the teacher's choice.

I choose the following Overload Remedy for this Semester:

	COMPENSATION <ul style="list-style-type: none">• The compensation remedy will be adjusted monthly based upon enrollment counts• Attach the Overload timesheet for payment each month.
	PARAEDUCATOR TIME <ul style="list-style-type: none">• The ParaEducator remedy will be adjusted monthly based upon enrollment counts• ParaEducator time shall be reported on the ParaEducator timesheet
	SUBSTITUTE RELEASE TIME – maximum of two (2) per semester <ul style="list-style-type: none">• Days shall be provided for the semester even if enrollment counts fall below maximum
	PER DIEM DAY PAY – maximum of two (2) per semester <ul style="list-style-type: none">• Per diem pay shall be provided for the semester even if enrollment counts fall below maximum• Record per diem pay on the Certificated Absence Report/Additional Time Worked timesheet
	\$600 SUPPLIES & MATERIALS (per semester) <ul style="list-style-type: none">• Supplies and materials dollars shall be provided for the semester even if enrollment counts fall below maximum

Employee's Signature:	
Administrator Signature:	
Human Resources Use Only:	
NOTES:	