

Extended Year Special Educator STIPENDS 2019-20

Employee: _____
 School: _____

DEADLINES FOR SUBMITTING THIS FORM:
 September 20th for days worked before the school year (must be within the 2 weeks before your first contract day).
 June 20th for days worked after the school year (must be worked within the 2 weeks after your last contract day).

DAY 1	Description of Duties Performed (see below)	Date(s)	Hours
DAY 1			
Total: 8 hrs			
DAY 2	Description of Duties Performed (see below)	Date(s)	Hours
DAY 2			
Total: 8 hrs			
DAY 3	Description of Duties Performed (see below)	Date(s)	Hours
DAY 3			
Total: 8 hrs			
DAY 4	Description of Duties Performed (see below)	Date(s)	Hours
DAY 4			
Total: 8 hrs			

Approval Signatures:

Employee: _____
 Principal: _____
 Program Director: _____

Duties that can be submitted:	Duties that cannot be submitted:
IEP and Assessment Related Duties Records Maintenance / File Preparation Report Preparation / Conferring with Parents Other Paperwork Related to Implementation of IDEA	Professional Development District-Level Planning Direct Student Instruction Set-up or Tear-down Classrooms