

DUE: December 13th, 2019

**2019-2020 School Year
(10/14/2019-11/15/2019) 23 Days
Second Quarter: Interim Period**

F

SCHOOL NAME: _____

CASE LOAD OVERAGES ONLY

Please List any Paraprofessionals that Assist You:

SCHOOL CODE#: _____

GRADES PRK -12

CHAPTER CHAIRPERSON SIGNATURE: _____

PRINCIPAL'S SIGNATURE: _____

****Indicate the number of students on your case load that exceed the contractual limit****

Please circle your classification: **ED CC MD/AU VI HH MF PreK**

Name (Print) Last First	EMPLOYEE ID NUMBER	# OF STUDENTS OVER	EMPLOYEE SIGNATURE

****** IMPORTANT INFORMATION******

- * Teachers may only be compensated once per child in his/her classroom. If you have BOTH a class size overage and a Special Education overage you can only be compensated once.
- * **Supporting documentation MUST be attached. Payment will not be processed without backup documentation.**
- * Documentation must be your caseload list which can be created in IEPplus.
- * Please clearly mark or highlight ALL Special Education students that appear on attached documentation.
- * Roster and documentation **MUST** match or your forms **WILL** be returned.
- * **PAYMENT WILL NOT BE MADE UNTIL THE COMPLETION OF THE 2019-2020 SCHOOL YEAR (ON OR BEFORE JULY 15, 2020).**