

DUE: January 13, 2023

A

**REGULAR EDUCATION CLASS SIZE OVERAGE or
SPECIAL EDUCATION OVERAGE IN A SELF-CONTAINED REGULAR EDUCATION ROOM**

Second Quarter: Grade Report

Traditional/Extended/CSAD/CSSAM/SofO/DEC Schools (12/05/2022 - 1/06/2023) 14 Days

Year Round Schools (12/05/2022 - 1/13/2023) 14 Days

Name: _____

Employee ID: _____

School: _____

Grade Level: _____

This form should only be submitted if you have the same roster for the entirety of a full day and full week. If your roster differs in two or more class periods, please complete the corresponding Overage Form by Class Periods.

Overall Class Enrollment	Class Size	Overage
PreK (Class Size Maximum - 20)		
K- 3 (Class Size Maximum - 25)		
4 - 8 (Class Size Maximum - 28)		

Special Education in a Self-Contained Classroom	Special Education	Overage
PreK (Special Education Maximum - 2)*		
K- 3 (Special Education Maximum - 4)*		
4 - 8 (Special Education Maximum - 5)*		

***Excluding "speech only" IEPs**

1. Include Progress/Grade Report(s) for English/Language Arts only if all instructional periods have the same enrollment.
2. Worksheet and documentation **MUST** match or your forms **WILL** be returned.
3. Only one type of overage may be claimed for each assignment/caseload.
4. PAYMENT WILL BE MADE FOLLOWING THE COMPLETION OF THE 2022-2023 SCHOOL YEAR (ON OR BEFORE JULY 15th). Compensation is based on student enrollment as evidenced by grade reports.

Required Signatures:

CTU Member: _____

Date: _____

Chapter Chair: _____

Date: _____

Principal: _____

Date: _____

**RETURN FORM AND SUPPORTING eSchoolPlus DOCUMENTS VIA EMAIL TO:
ClassSizeOverages@ClevelandMetroSchools.org**