

TEACHER COMPENSATORY TIME

DDAC

The purpose of providing teachers "comp" time is to help eliminate the need for hiring untrained, uncertified individuals to substitute for teachers when it is necessary for the regular teacher to be absent from school.

PROCESS

Teachers may only serve in "comp" time situations during their preparation periods. Any "comp" time must be approved by the building principal before it is accrued.

Educators will be given the option of covering a class for another teacher during that teacher's absence. Educators would be given "comp" time for each class they cover. After a teacher has served one (1) period, he/she will be credited "comp" time. An educator may not accumulate more than fourteen (14) hours of comp time.

At the end of the year, an educator may have the option to carry over a maximum of fourteen (14) hours to the next school year, or has the option to be paid certified substitute pay for comp hours accumulated.

In order to determine their interest in serving for "comp" time accumulation, all teachers should be contacted when a faculty member is going to be absent.

It is understood that the intent of this policy is not to eliminate teachers' preparation periods. Teachers will be expected to maintain preparation normally accomplished during their preparation period out of school time.