## 5.23 Compensatory time shall be:

- A. Granted for volunteer duty, assigned duty, or for other activities approved by the principal or supervisor
- B. Granted only for activities that are beyond the normal, everyday duties of a teacher and extend beyond the normal workday
- C. Earned and used in quarter hour increments with documentation to be kept by the administrator's designee
- D. Used at times when the teacher has no student supervisory responsibilities and with the prior approval of the principal or supervisor

Compensatory time not used by the last teacher workday of the school year shall be forfeited. Compensatory hours may not be used as payout at termination.

## 5.23 Compensatory time shall be granted for volunteer duty, assigned duty or for other activities. It shall be earned and used in the following ways:

- A Compensatory time shall be earned and used as PTO in quarter hour increments. Up to seven and one-half hours (7.5) of compensatory time may be used on days when students are in attendance, as well as on days when students are not in attendance. No reason shall be required for the use of compensatory time.
- B. The maximum amount of compensatory time that may be carried over to the next school year shall be thirty-seven and one-half (37.5) hours. The maximum balance during any school year shall be thirty-seven and one-half (37.5) hours.
- C. Compensatory time shall not be used to cover excessive tardiness as determined by the principal.
- D. Compensatory time may not be used on pre-planning days, inservice days, or "PLC days" (as defined in 5.25). Compensatory time may be used on these days in case of emergency or if the teacher has participated in a similar activity previously, as determined by the principal.
- E. If teacher planning time is not provided on a given day, compensatory time will accrue equal to the preempted planning period. But if the planning time is rescheduled during the same week, compensatory time will not be provided.

F. Compensatory time is not meant to dimmish the teachers' need for regular, scheduled planning time as set forth in this CBA.

TA'D on	
	Holly Buchanan, BDS Chief Negotiator
	Aubrey Davey, ABCE Chief Negotiator
	Michael Petty, ABCE Executive Director