

## DOCUMENTATION OF CONTRACT DAYS 2023-2024

NAME: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

☐ Check box if paraprofessional

DAYS IN SECTION A: \_\_\_\_\_ HOURS IN SECTION B1: \_\_\_\_\_ + B2: \_\_\_\_\_ = \_\_\_\_\_

A. DIVISIONAL- ASSIGNED (13 days)			
Activity		Date	Number of Days
PRESERVICE	<input type="checkbox"/> check if attended	8/9/2023	1
PRESERVICE	<input type="checkbox"/> check if attended	8/10/2023	1
PRESERVICE	<input type="checkbox"/> check if attended	8/11/2023	1
PRESERVICE	<input type="checkbox"/> check if attended	8/14/2023	1
WORK DAY	<input type="checkbox"/> check if attended	10/16/2023	1
WORK DAY	<input type="checkbox"/> check if attended	1/4/2024	1
WORK DAY	<input type="checkbox"/> check if attended	3/12/2024	1
POST-SERVICE	<input type="checkbox"/> check if attended	5/28/2024	1
POST-SERVICE	<input type="checkbox"/> check if attended	5/29/2024	1
Planning Day- #1 (list details and dates)			1
Planning Day- #2 (list details and dates)			1
Planning Day- #3 (list details and dates)			1
Planning Day- #4 (list details and dates)			1
			Total: 13

B.1 STAFF DEVELOPMENT (Minimum of 15.5 “staff development” hours required)		
Activity	Date	Number of Hours
*Anaphylaxis		0.5
*Blood Borne Pathogens		0.5
*Confidentiality		0.5
*School Crisis Plan Training		1
*Power Point on Sexual Harassment		0.5
*Human Trafficking		0.5
		Total:

\*Required Trainings

**B.2 PRINCIPAL** (Maximum of 29.5 “principal hours” may count toward contract fulfillment)

[illegible]

TEACHER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINCIPAL'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_