GEYSERVILLE UNIFIED SCHOOL DISTRICT
CERTIFICATED "COMP" TIME LOG

Employee:_____ School Year:_____

Certificated employees can earn compensatory time for covering another teacher during their preparatory period in accordance with Article X, Section 10.0, A of the GTA contract.

Certificated staff shall use this form to record compensatory (comp) time earned. Comp time does not carry over from year to year. All comp time earned but not used by the end of each school year, except seven (7) hours, shall be paid out at the extra duty hourly rate in the June supplemental payroll in accordance with Article X, Section 11.0, B.

Comp Time Earned

Date Accrued	Number of Periods Earned	Reason/Teacher Covered For	Site Administrator Approval & Date

Comp Time Used:

Date of Use	Number of Periods Used	Reason	Site Administrator Approval & Date

Updated: 9/17/18