

Committee Meeting Documentation

Peru Elementary School District 124



Teacher Name _____ School Year _____

Specified committee meetings held outside of the normal work day shall be compensated pursuant to the Extra Duty Compensation Schedule. Committees include the following: assessment, curriculum, curriculum mapping, discipline/policy, student handbook, RtI, school improvement, teacher evaluation, textbook selection, technology, RIF, PBIS and special education staff meetings. Committee meetings will generally be limited to one (1) hour and will not exceed 90 minutes beyond the teacher work day. PBIS internal coaches shall be paid pursuant to the Extra Duty Compensation Schedule. All meetings attended should be documented on this form and submitted to the building principal for approval. This form must be returned to the building principal by May 15 of each year.

Meeting Date	Committee	Time In/Out
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____
_____	_____	____/____

Teacher Signature _____

Date _____

Principal Signature _____

Date _____