



Elementary Class Size Overage Record

[NOTE: This report must be completed within 10 school days of the end of each trimester]

Teacher Name _____ School _____

Hour/Class/Grade _____

of Students Enrolled _____

of Students Over Class Size Limit _____ (See Overage criteria below)

For elementary, overage does not apply within first 7 school days of first trimester)

First Date Overage Occurred _____

Final Date of Overage _____

Total Days of Overage _____

Teacher Signature _____

Principal Signature _____
(Verifying accuracy of Class Enrollment)

<u>Overage Criteria</u>	
Elementary	Grade K-2 = More than 25 students Grade 3-5 = More than 28 students

FOR PAYROLL OFFICE USE ONLY

Reimbursement Rate: Elementary \$10.00 per student per day
Elementary Specials \$1.85 per hour (27 Contact Hours/5days = 5.4/day) (10/5.4 = 1.85/hr)

Payment:
Classroom Teacher _____ X _____ X _____ = \$ _____
(# of student overage) (# of days of overage) (rate) (Payment)