



**Elementary Overload Form**  
**Article 38 of SVEA CBA**

Employee Name: \_\_\_\_\_ Location: \_\_\_\_\_  
 Position/Grade: \_\_\_\_\_ FTE: \_\_\_\_\_  
 Class Size on count day: \_\_\_\_\_ # of students in overload: \_\_\_\_\_

Class size will be calculated on the fifteenth school day of each Quarter.

Term:  Quarter 1     Quarter 2     Quarter 3     Quarter 4

Relief Selection—choose one

- \$540.00 per overload student (complete computation below)  
 Number of students in overload \_\_\_\_\_ X \$540 = \_\_\_\_\_ total compensation
- One-half day of planning per overload student (if a teacher selects additional planning time, they will work with the building administrator to arrange when the time will be used)
- 1 hour of paraeducator time per overload student per week
- other remedies as determined by the Principal and teacher(s) and approved by the Superintendent. Describe \_\_\_\_\_  
 \_\_\_\_\_

Class size relief triggers (Split classes are the maximum of the lower class):

Kindergarten & Grade 1	22 or more
Grades 2-3	24 or more
Grades 4-5	28 or more

Account Code (enter 4-digit location code) 0100-27-2132-\_\_\_\_\_ -0000-0000-1

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

**Completed form to be submitted to Payroll**

Updated 8/10/2023