



VIRGIN ISLANDS DEPARTMENT OF EDUCATION

Compensation for Paraprofessionals



In accordance with Article X, Section 1 of the contract between the American Federation of Teachers and the Government of the Virgin Islands, when a Paraprofessional is assigned by the Principal/Designee to cover a class, he/she shall be compensated at the rate of \$7.50 per hour in addition to the base rate of the paraprofessional.

Name: _____

Employee #: _____

School: _____

Activity Code: _____

Period Beginning: _____

Period Ending: _____

Date Worked	Hours (Actual Instructional Time)	Grade Level	Subject	Indicate type of leave that the absent teacher is on. If position is "Vacant", indicate reason for vacancy.	Absent Teacher's First & Last Names (If "Vacant" list name of person who previously held the position)

TOTAL HOURS: _____

I hereby certify that I have worked the hours stated above.

Employee's Signature: _____

Date: _____

Principal's/Director's Signature: _____

Date: _____

Approval for Disbursement: _____

Date: _____

Insular Superintendent