



OSSTF Credited Additional Professional Duty Tracking Sheet 2016/2017



Refer to the chart below for the maximum number of On-Calls and Supervisions that may be assigned.
Keep a running total by date of the number of assigned duties.

Teacher: _____ Max Number of 1/2 period On-Calls: _____ Supervisions: _____
(see chart below)

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	Total
September				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	
On-Call				P	H	H																			P	
Supervision				A	H	H																			A	
October	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					
On-Call						H														P						
Supervision						H														A						
November		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30			
On-Call																				P						
Supervision																				A						
December				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	
On-Call																					H	H	H	H	H	
Supervision																					H	H	H	H	H	
January	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				
On-Call	H	H	H	H	H															E	E	E				
Supervision	H	H	H	H	H															X	X	X				
February			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28				
On-Call			E	E	P											H										
Supervision			X	X	A											H										
March			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	
On-Call										H	H	H	H	H	H											
Supervision										H	H	H	H	H	H											
April	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						
On-Call										H	H								P							
Supervision										H	H								A							
May	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			
On-Call																H										
Supervision																H										
June				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	
On-Call																				E	E	E	E	E	P	
Supervision																				X	X	X	X	X	A	

2016/2017 School Year - Maximum # of duties:

FTE Status	On-Calls	Supervisions
1.000	25	54
0.833	21	45
0.667	17	36
0.500	13	27
0.333	9	18
0.167	5	9

Note: On-Calls are to only be assigned in 1/2 Periods
Supervision Duties are in 15 minute increments
Supervision Duties may be assigned in blocks of TWO (a 30 minute supervision)
Shaded days are PA Days, Holidays, and Exam Days