

Paradise ISD

Paraprofessional and Office Staff Log for Comp. Time 2018-19

Employee Name: _____

Campus: _____

There are four (4) comp days in the 2018-2019 calendar--- November 19, 20, 21 and January 21. Your campus administration will oversee your time on campus working extra hours at events such as: Open Houses, Curriculum Nights, Student Registrations, etc. A total of thirty (30) hours should be logged from July 1, 2018 to June 30, 2019.

Activity or Event	Location	Date(s)	Clock Hours Earned

I completed the above listed activities to earn comp time for: November 19, 20, 21 and January 21.

Signature: _____	Date: _____
Administrator Signature: _____	Date: _____
Central Office Signature: _____	Date: _____