

Teacher Option Hours

Please record your teacher option hours and submit this form to Jill Fleming. Please complete and submit the form as soon as you complete the four hour requirement.* **Teacher option hours may only be used for work related to your teaching assignment and must be worked outside of the contract hours. (ex. getting your room ready for the school year)**

**Teachers may attend Professional Development opportunities in exchange for teacher option hours.*

Number of Hours

Date

Activity

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Staff signature: _____

Print name: _____

Keep a copy for your records