

**COMPENSATION FOR AN EOC WHO HAS
HAD TO COVER DURING NON-INSTRUCTIONAL TIME**

Please note that compensation is only provided when the Board has failed to provide an EOC.

In the following circumstances, compensation is NOT provided:

1. Late arrival of a teacher or an EOC.
2. Any emergencies or sudden illness necessitating the absence of a teacher from a classroom.
3. Large workshops or activities which deplete the EOC list.
4. Epidemics that deplete the EOC list.

In all other scenarios, please complete the following form to receive compensation for teachers.

School:					
Absent Teacher	Covering EOC	Reason for Coverage	Job #	Date	Block Covered

Principal/Vice Principal Signature:		Date:	
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PLEASE FAX TO DIANE WOO, HUMAN RESOURCES, (604)713-5260

FOR EOC PAYROLL				
Name of EOC	Employee #	Total to be Paid	Authorized	Date