



OSSTF Credited Additional Professional Duty Tracking Sheet 2020/2021



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: _____

Maximum Number of: Half Period On-Calls: _____

(see chart below) Supervisions: _____

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

2020 – 2021 School Year Maximum Number 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

On-Calls are to only be assigned in half period blocks.

Supervision Duties are assigned in increments of **UP TO** 15 minutes. Supervision Duties may be assigned in blocks of TWO, totalling **UP TO** 30 minutes.

Shaded days represent Professional Activity, Holiday, and Exam Days.