

NON-INSTRUCTIONAL DAYS IN-SERVICE CONTRACT

Name (Please Print) _____ Division: _____

will participate in the January in-service days as presented by the Staff Development Committee.

(Optional) Please circle the date(s) that in-service will be substituted for:

January: 5 6 7 8 9 10 11 12 13

b) List of options available

- 1) banked flex day/hours
- 2) sick leave or personal necessity
- 3) non work days for 11- and 12-month faculty
- 4) alternate activity previously approved by Vice President of Instruction

Date	Time	Option

_____/_____
Instructor (**original signature, not electronic please**) Date

_____/_____
Vice President of Instruction Date