

High School: \_\_\_\_\_

School Code: \_\_\_\_\_

### Non-Athletic Extended Day Unit Assignment

DA: 2021-2022 School Year

TO: \_\_\_\_\_

FR: \_\_\_\_\_

RE: **Non-Athletic Extended Day Unit Assignment**

You have been assigned the following non-athletic extended day units:

Assignment: \_\_\_\_\_ # of Units: \_\_\_\_\_ Amount \$: \_\_\_\_\_

I accept this offer: \_\_\_\_\_ I decline this offer: \_\_\_\_\_

*You are employed pursuant to Education Code Section 44919 (b) to serve in a limited assignment supervising activities of pupils.*

\_\_\_\_\_  
Signature Date

Fill out timecard below: \*C3 is for certificated teaching staff and \*L4 card is for walk-on staff.



C3

Certificated Extended Day Pay Authorization

Empl ID:       Name (Last, First): \_\_\_\_\_ Location No:

**Extended Day Pay** Account Code:

FROM DATE

TO DATE Report in Time & Labor

Describe Extended Day Assignment (Enter in Comments field in Time & Labor)

TIMEKEEPER: See time reporting instructions below

# of Units

EMPLOYEE SIGNATURE \_\_\_\_\_

PRINCIPAL SIGNATURE \_\_\_\_\_  
I CERTIFY THIS WAS APPROVED IN ADVANCE IN ACCORDANCE WITH ADMINISTRATIVE PROCEDURE 7232-7233 AND IS AN ACCURATE STATEMENT OF SERVICES RENDERED BY THIS EMPLOYEE.

TIMEKEEPER SIGNATURE \_\_\_\_\_ DATE ENTERED IN TIME & LABOR \_\_\_\_\_

**REGULAR CONTRACT TEACHERS EXTENDED DAY PAY AUTHORIZATION:**  
This payment authorization card shall be used for above employees of the San Diego Unified School District who have performed extended day assignments as designated in section 7.02 of the Teachers' Salary Schedule and approved in advance by the assistant superintendent. Report the number of units with the **EXP** time reporting code into Time & Labor using the "To Date" as the date reported.

EXP  Extended Day Pay