Alachua County Public Schools

Administration
Unit Allocation Change Request

School Year:_____

Date:_____   School:_____

Allocation Change

Add:_____   _____
         # Unit(s)   Position/Title

From: Reserve ☐   Other: *(specify)*_____

Delete:_____   _____
         # Unit(s)   Position/Title

Return to: Reserve ☐   Other: *(specify)*_____

Comments:_____

_____

Allocation Adjustment

Convert   _____ *(# Unit(s)*   to   _____ *(# Unit(s)*

Convert   _____ *(# Teacher Unit(s)*   to   _____ *(# ESP Unit(s)*

Convert   _____ *(# ESP Unit(s)*   to   _____ *(# Teacher Unit(s)*

Comments:_____

_____

Approved by: _____   _____
                              Superintendent   *Date*