

TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

August 16, 2016

through

September 15, 2016

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
August-16-16						
August-17-16						
August-18-16						
August-19-16						
August-20-16						
August-21-16						
August-22-16						
August-23-16						
August-24-16						
August-25-16						
August-26-16						
August-27-16						
August-28-16						
August-29-16						
August-30-16						
August-31-16						
September-01-16						
September-02-16						
September-03-16						
September-04-16						
September-05-16						
September-06-16						
September-07-16						
September-08-16						
September-09-16						
September-10-16						
September-11-16						
September-12-16						
September-13-16						
September-14-16						
September-15-16						

***Please note that the timesheets are due at Central Services after work on the last day of the timesheet.

TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

September 16, 2016
Start Date

through

October 15, 2016
End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
September-16-16						
September-17-16						
September-18-16						
September-19-16						
September-20-16						
September-21-16						
September-22-16						
September-23-16						
September-24-16						
September-25-16						
September-26-16						
September-27-16						
September-28-16						
September-29-16						
September-30-16						
October-01-16						
October-02-16						
October-03-16						
October-04-16						
October-05-16						
October-06-16						
October-07-16						
October-08-16						
October-09-16						
October-10-16						
October-11-16						
October-12-16						
October-13-16						
October-14-16						
October-15-16						

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TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

October 16, 2016

through

November 15, 2016

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
October-16-16						
October-17-16						
October-18-16						
October-19-16						
October-20-16						
October-21-16						
October-22-16						
October-23-16						
October-24-16						
October-25-16						
October-26-16						
October-27-16						
October-28-16						
October-29-16						
October-30-16						
October-31-16						
November-01-16						
November-02-16						
November-03-16						
November-04-16						
November-05-16						
November-06-16						
November-07-16						
November-08-16						
November-09-16						
November-10-16						
November-11-16						
November-12-16						
November-13-16						
November-14-16						
November-15-16						

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TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

November 16, 2016
Start Date

through December 15, 2016
End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
November-16-16						
November-17-16						
November-18-16						
November-19-16						
November-20-16						
November-21-16						
November-22-16						
November-23-16						
November-24-16						
November-25-16						
November-26-16						
November-27-16						
November-28-16						
November-29-16						
November-30-16						
December-01-16						
December-02-16						
December-03-16						
December-04-16						
December-05-16						
December-06-16						
December-07-16						
December-08-16						
December-09-16						
December-10-16						
December-11-16						
December-12-16						
December-13-16						
December-14-16						
December-15-16						

***Please note that the timesheets are due at Central Services after work on the last day of the timesheet.

TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

December 16, 2016
Start Date

through

January 15, 2017
End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
December-16-16						
December-17-16						
December-18-16						
December-19-16						
December-20-16						
December-21-16						
December-22-16						
December-23-16						
December-24-16						
December-25-16						
December-26-16						
December-27-16						
December-28-16						
December-29-16						
December-30-16						
December-31-16						
January-01-17						
January-02-17						
January-03-17						
January-04-17						
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January-08-17						
January-09-17						
January-10-17						
January-11-17						
January-12-17						
January-13-17						
January-14-17						
January-15-17						

***Please note that the timesheets are due at Central Services after work on the last day of the timesheet.

TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

January 16, 2017

through

February 15, 2017

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
January-16-17						
January-17-17						
January-18-17						
January-19-17						
January-20-17						
January-21-17						
January-22-17						
January-23-17						
January-24-17						
January-25-17						
January-26-17						
January-27-17						
January-28-17						
January-29-17						
January-30-17						
January-31-17						
February-01-17						
February-02-17						
February-03-17						
February-04-17						
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February-06-17						
February-07-17						
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February-09-17						
February-10-17						
February-11-17						
February-12-17						
February-13-17						
February-14-17						
February-15-17						

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#NAME?

Employee Name (Last, First)

TIME RECORD - SUBSTITUTE SUPPORT STAFF

For the pay period

February 16, 2017

through

March 15, 2017

Start Date

End Date



Day #REF!	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
February-16-17						
February-17-17						
February-18-17						
February-19-17						
February-20-17						
February-21-17						
February-22-17						
February-23-17						
February-24-17						
February-25-17						
February-26-17						
February-27-17						
February-28-17						
March-01-17						
March-02-17						
March-03-17						
March-04-17						
March-05-17						
March-06-17						
March-07-17						
March-08-17						
March-09-17						
March-10-17						
March-11-17						
March-12-17						
March-13-17						
March-14-17						
March-15-17						

March 15, 2012

*****Please note that the timesheets are due at Central Services after work on the last day of the timesheet.**

TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

March 16, 2017

through

April 15, 2017

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
March-16-17						
March-17-17						
March-18-17						
March-19-17						
March-20-17						
March-21-17						
March-22-17						
March-23-17						
March-24-17						
March-25-17						
March-26-17						
March-27-17						
March-28-17						
March-29-17						
March-30-17						
March-31-17						
April-01-17						
April-02-17						
April-03-17						
April-04-17						
April-05-17						
April-06-17						
April-07-17						
April-08-17						
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April-10-17						
April-11-17						
April-12-17						
April-13-17						
April-14-17						
April-15-17						

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TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

April 16, 2017

through

May 15, 2017

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
April-16-17						
April-17-17						
April-18-17						
April-19-17						
April-20-17						
April-21-17						
April-22-17						
April-23-17						
April-24-17						
April-25-17						
April-26-17						
April-27-17						
April-28-17						
April-29-17						
April-30-17						
May-01-17						
May-02-17						
May-03-17						
May-04-17						
May-05-17						1
May-06-17						
May-07-17						
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May-09-17						
May-10-17						
May-11-17						
May-12-17						
May-13-17						
May-14-17						
May-15-17						

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TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

May 16, 2017
Start Date

through

June 15, 2017
End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
May-16-17						
May-17-17						
May-18-17						
May-19-17						
May-20-17						
May-21-17						
May-22-17						
May-23-17						
May-24-17						
May-25-17						
May-26-17						
May-27-17						
May-28-17						
May-29-17						
May-30-17						
May-31-17						
June-01-17						
June-02-17						
June-03-17						
June-04-17						
June-05-17						
June-06-17						
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June-08-17						
June-09-17						
June-10-17						
June-11-17						
June-12-17						

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TIME RECORD - SUBSTITUTE SUPPORT STAFF

Employee Name (Last, First) _____

For the pay period

June 16, 2017

through

July 15, 2017

Start Date

End Date



Day	Location	Absent Employee Being Replaced	Hours Worked	GL	Supervisor's Signature	Comments
June-16-17						
June-17-17						
June-18-17						
June-19-17						
June-20-17						
June-21-17						
June-22-17						
June-23-17						
June-24-17						
June-25-17						
June-26-17						
June-27-17						
June-28-17						
June-29-17						
June-30-17						
July-01-17						
July-02-17						
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July-15-17						

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