



Time Sheet (Classified Substitutes)

Name: _____

Building: _____ Position Worked: _____

Week #1 Date	Time In	Lunch Time In/Out	Time Out	Number of Hours Worked	Week #2 Date	Time In	Lunch Time In/Out	Time Out	Number of Hours Worked
Hours Worked Week 1:					Hours Worked Week 2:				

*** Hours worked do not include lunch time

Total Hours Worked

Employee Signature

Principal/Supervisor Signature

Superintendent