



NATOMAS CHARTER SCHOOL SUBSTITUTE TEACHER TIME SHEET

(Please Print in Black or Blue Ink)

Employee: _____
 Substituted During the Month of: _____
 School Substituted at: LE / PFAA (Circle One)

Employee ID #: _____
 20 _____

Date Substituted	Time In	Time Out	Name of Teacher Substituted for	Reason (i.e., sick, name of meeting, jury duty, etc.)	Rate/Hr (Director's Use Only)	Program Codes For Business Use Only

(Note: Must sign in ink.)

Employee's Signature

Date

Coordinator's Signature

Date

Director's Signature

Date