

**GREEN LOCAL SCHOOL DISTRICT
CLASS COVER PAY TIMESHEET**

Employee Name

Employee ID

Building

| Requests | Date | Start Time | End Time | Total Time | Was Class Coverage For An Entire Class Period? (Yes / No) | Teacher For Whose Class You Covered |
|----------|------|------------|----------|------------|---|-------------------------------------|
| 1st | | | | | | |
| 2nd | | | | | | |
| 3rd | | | | | | |
| 4th | | | | | | |
| 5th | | | | | | |
| 6th | | | | | | |
| 7th | | | | | | |
| 8th | | | | | | |
| 9th | | | | | | |
| 10th | | | | | | |
| 11th | | | | | | |
| 12th | | | | | | |
| 13th | | | | | | |
| 14th | | | | | | |
| 15th | | | | | | |
| 16th | | | | | | |
| 17th | | | | | | |
| 18th | | | | | | |
| 19th | | | | | | |
| 20th | | | | | | |

This form must be completed and returned to the building principal at the end of each quarter

Principal's Signature

Date