



SUBSTITUTE TIME SHEET

Mark One: Certificated _____

 Classified _____

 Student _____

 Tutor _____

Please Print – Employee Name – Last, First

Employee #

Employee Signature

Date	Substitute for	Position	PA Number	Work Site	Hours Worked	Admin Signature

PAYROLL USE ONLY:

JOB CODE:	ADJ. CODE:	UNITS:	AMT:	JOB CODE:	ADJ. CODE:	UNITS:	AMT:	JOB CODE:	ADJ. CODE:	UNITS:	AMT:

Worksite Codes

Elementary:

Arlanza	202
Collett	203
Foothill	204
La Granada	206
Lake Hills	214
McAuliffe	205
Myra Lynn	207
Orrenmaa	208
Promenade	211
Rosemary Kennedy	213
Stokoe	215
Terrace	209
Twinhill	210
Valley View	212

Middle:

Arizona	232
Loma Vista	233
Villegas	235
Wells	234

High:

La Sierra	316
Norte Vista	317
Hillcrest	318
Alvord HS	415
Alternative Ed	416