Use Yellow Paper

Revised: August 2019

NEWPORT SCHOOL DISTRICT
P.O. Box 70, 1380 W. 5th Street, Newport WA. 99156 Phone: (509) 447-3167

SUBSTITUTE TIMESHEET

SUBSTITUTE Last Name, First Name

Pay Period: _____ 1st to 31st, _____ 20____

Date	Name of Person You Substituted For	CERTIFIED Half or Full H/F	CLASSIFIED Hrs Worked	Approval	*Office Use Only* Account Code	Rate	Total

Signature of Substitute

Date