# SOMERS CENTRAL SCHOOL DISTRICT

## IN-HOUSE CLASS COVERAGE BY TEACHER

**NEW:** Forms must be handed in within 30 days of the date worked

**NOTE:** FIRST THREE PERIODS FOR THE YEAR ARE FREE.

Period: Must be a number and 1 or 2 letters.

**SOMERS INTERMEDIATE SCHOOL ONLY**

40 MINUTE PERIOD=$53.37

INDICATE IF YOU ONLY WORKED 1/2 OF THE 40 MINUTE PERIOD; ONLY A OR B

<table>
<thead>
<tr>
<th>DATE: _____________________</th>
<th>BUILDING: SIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT NAME: ____________________________</td>
<td></td>
</tr>
<tr>
<td>SIGNATURE: ____________________________</td>
<td></td>
</tr>
</tbody>
</table>

## DATE(S) AND PERIOD(S) OF COVERAGE:

**EXAMPLE:** Date: 10/25/2003 Period: 1 AB Or Period 2b Covered for: Mr. Skywalker

- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________
- Date: ___________ Period: _____ Covered for: __________________

**BUILDING PRINCIPAL APPROVAL:** ____________________________ DATE: ____________________

****COMPLETE AND RETURN FORM TO THE BUILDING SECRETARY FOR PRINCIPAL APPROVAL.****

### Payroll use only:

- Total Periods Covered **BOTH** A & B: _______ @ $53.37
- Total Periods Covered **ONLY** A **OR** B: _______ @ $26.69

3 Free complete? _______

****Please print on yellow paper, single sided****