Waco Independent School District
Weekly Tutoring Log

Teacher/Tutor: _____ **Tutoring Subject:** _____

Campus: _____ **Week Ending (Friday):** _____

Student initials on tutoring days when name is not entered by student.
Use A=Absent or P=Present when student enters full name.

	Time in	Time out	**Student** (First and Last Name)	Sat. /	Mon. /	Tues. /	Wed. /	Thur. /	Fri. /	Specific Skill
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										

By signing below you are verifying the above to be as true and accurate to the best of your knowledge.

Teacher Signature: _____ **Date:** _____

Employee: To be paid this paperwork MUST be turned in to the campus secretary by end of day Friday.
Secretary: Paperwork MUST be submitted to the State and Federal Programs Department by Tuesday of the following week.
Paperwork not filled out correctly will be returned for corrections.