

GREENON

Teacher Substitute Time Sheet

Internal Sub
 External Sub
 (check one)

Sub Name: _____

Building: _____

Pay Period Ending: ____ / ____ / ____

Date	Substituted for:	External Sub		Internal Sub Only			Internal Rate*	=	Dollar Amount
		Half Day	Whole Day	From	To	Minutes/Hours			
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	
/ /							x	=	

Total Amount to be Paid:

 Substitute Signature

 Supervisor/Principal Approval

* Internal Sub Rates (per Article XIII H. of the Master Agreement):
 2022-23: \$21.60 per hour

Payroll Department Use Only	
Total Pay: \$	_____
Pay Date:	____ / ____ / ____