

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, or lock and a letter.

SOMERS INTERMEDIATE SCHOOL FORM ONLY:

ALL 40-46 MINUTES PERIOD/LOCK= \$57.27

Homeroom and announcements do not count as a period.

DATE: _____

BUILDING: SIS

PRINT NAME: _____

SIGNATURE: _____

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

Example: Date: 09/02/2026 CIRCLE ONE: Period/Lock: 1 Covered for: Mr Somers

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

Date: _____ Period/Lock: _____ Covered for: _____

BUILDING PRINCIPAL APPROVAL: _____ **DATE:** _____

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

PAYROLL USE ONLY: DO NOT WRITE BELOW THIS LINE PAYROLL USE ONLY:

3 Free complete? _____

Total Periods/Locks Covered: _____ **@ \$57.27**

*** Please print on YELLOW paper ***