



**COWICHAN VALLEY**  
School District

2557 Beverly Street, Duncan, BC V9L 2X3  
TEL: 250 748-0321/FAX: 250 748-6591

**TIME SHEET - TEACHER TEACHING ON CALL**

MONTH OF \_\_\_\_\_ 20\_\_\_\_

EMPLOYEE NO. \_\_\_\_\_

FIRST/LAST NAME: \_\_\_\_\_

Date	All Day	½ Day	School taught at	Absent Teacher	Approved (Signature of School Official)
1st	___	___	_____	_____	_____
2nd	___	___	_____	_____	_____
3rd	___	___	_____	_____	_____
4th	___	___	_____	_____	_____
5th	___	___	_____	_____	_____
6th	___	___	_____	_____	_____
7th	___	___	_____	_____	_____
8th	___	___	_____	_____	_____
9th	___	___	_____	_____	_____
10th	___	___	_____	_____	_____
11th	___	___	_____	_____	_____
12th	___	___	_____	_____	_____
13th	___	___	_____	_____	_____
14th	___	___	_____	_____	_____
15th	___	___	_____	_____	_____

\_\_\_\_\_  
Signature of Employee

Please note: This timesheet must be submitted to the school board office no later than two (2) days after the pay period ends. Signed submissions are also accepted electronically to [payrollbudget@sd79.bc.ca](mailto:payrollbudget@sd79.bc.ca). Payment of wages shall be deposited to your account no later than the seventh (7<sup>th</sup>) working day after the pay period end date.



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MONTH OF \_\_\_\_\_ 20\_\_\_\_

EMPLOYEE NO. \_\_\_\_\_

FIRST/LAST NAME: \_\_\_\_\_

Date	All Day	$\frac{1}{2}$ Day	School taught at	Absent Teacher	Approved (Signature of School Official)
16th	___	___	_____	_____	_____
17th	___	___	_____	_____	_____
18th	___	___	_____	_____	_____
19th	___	___	_____	_____	_____
20th	___	___	_____	_____	_____
21st	___	___	_____	_____	_____
22nd	___	___	_____	_____	_____
23rd	___	___	_____	_____	_____
24th	___	___	_____	_____	_____
25th	___	___	_____	_____	_____
26th	___	___	_____	_____	_____
27th	___	___	_____	_____	_____
28th	___	___	_____	_____	_____
29th	___	___	_____	_____	_____
30th	___	___	_____	_____	_____
31st	___	___	_____	_____	_____

\_\_\_\_\_  
Signature of Employee

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