SCHOOL DISTRICT NO. 48 (Sea to Sky)

TEACHER and PR/VP ABSENCE REPORT – Must be submitted to the Board Office on the 15th and last teaching day of each month by 4:00 p.m.

SCHOOL:_____ MONTH:_____ DAY: _____ YEAR: _____ PRINCIPAL'S SIGNATURE:_____

Please show names of all Teachers and Principals/Vice Principals absent form regular duties regardless of whether a Teacher-On-Call was provided or not. If a Teacher-On-Call was not required, write "No Teacher-On-Call" in the column marked "Name of Teacher-On-Call". (Field trips and sports trips need not be shown unless a Teacher-On-Call is required).

Name of Educator Absent from Regular Duties	Educator Initial	% of Educator Absence	Reason for Absence	Budget #	Name of Teacher-On Call (MUST be on approved list)	Date(s) Worked	% of Time Taught	Signature of Teacher-On-Call

Attached is an "Appointment of Teacher-In-Charge" for this period YES ☐ NO ☐