

**Apple Valley Unified School District
Certificated Contract/Supplemental Time Report**

K. Craft

Employee's Name

SS#

Last 4 Digits ONLY

Work month is from the 1st of one month through the last day of the same month.
Please submit your time card to the PAYROLL OFFICE by the 5th of the month.
Time Cards not received by the 5th are not guaranteed to make the payroll deadline.

Date	Tot. Hrs.	Loc. #	Substitute For	Reason Code	Approved By
7/16/19	8 mins	10	AED Video	11	
7/16/19	116m	10	Heat Illness	11	
7/16/19	4.34m	10	Sudden Cardiac	11	
7/16/19	4.20m	10	Electronic User	11	
7/16/19	60m	10	Sexual Harassment	11	
7/16/19	5m	10	Disaster Worker	11	
7/16/19	22.25m	10	Boundary Invasion	11	
7/16/19	8m	10	AED Video	11	
7/16/19	24m	10	Blood borne	11	
7/16/19	38m	10	Mandated Reporter	11	
7/16/19	39m	10	Youth Suicide	11	

Location Codes

- 10-District Office
- 43-Rancho Verde
- 44-Yucca Loma
- 45-Desert Knolls
- 49-Sycamore Rocks
- 641-Mariana
- 642-Phoenix
- 646-Sandia
- 647-Vanguard
- 648-Rio Vista
- 650-Sitting Bull
- 674-HDPA
- 71-AVHS
- 73-GHHS

Reason Codes

- 1-Illness
- 3-Pers. Necessity
- 4-Bereavement
- 5-Jury Duty
- 7-TIC
- 10-BTSA Business
- 11-Cont/Prof.Dev.
- 12-FMLA/Maternity
- 14-GATE
- 15- Work OOC
- 17-Union Bus.
- 19-DO Bus.
- 22-School Site Auth.
- 30-Open Position
- 31-Workers Comp

On penalty of perjury I certify that I have worked for the Apple Valley Unified School District on the dates and hours as stated above.

K. Craft

Signature

Total: 223 min
or 3.75 hours

