



Prep Period Substitute Assignment Form

Name of Teacher:

Building:

Pay Period Start Date:

Pay Period End Date:

Employee #:

Date	Period	# Minutes	Teacher Absent	Subject Taught
Total Minutes				

Office Use Only:		
Total Minutes _____	x \$0.4035	Gross Pay \$ _____
Short Code _____		

This agreement entered into with the Warren City Board of Education that said teacher performed additional duties as a substitute teacher during the free periods listed above during the school year 2014-2015. In consideration of such additional duties, the Board agrees to pay said teacher the sum of \$24.21 per hour, not to exceed a total of \$80.00 paid for one teacher's absence.

Teacher's Signature

Principal's Signature