Time Sheet Table

**Workplace = Supervisor**

Big Otter Elementary = Anthony Boggs

Bus Garage= Jared Fitzwater

Central Office = Philip Dobbins

Clay County High School = Allen Tanner

Clay County Middle School = Leslie Goe

Clay County Elementary School = Michelle Paxton

H.E. White Elementary School = Megan Starcher

Lizemore Elementary School = Samantha Holcomb

Maintenance Building = Jared Fitzwater

**Absence Reason**

Sick Leave - Self (NO Dr. Excuse)

Sick Leave - Self (w/Dr. Excuse)

Sick Leave - Family (NO Dr. Excuse)

Sick Leave - Family (w/Dr. Excuse)
Personal Leave

Death in Family (3 Days Maximum)

Absent without Pay - NO Dr. Excuse

Absent without Pay - w/Dr. Excuse
Jury Duty - Attach Statement

Witness in Court - Attach Subpoena

Off - Worked 4 10 Hr Days

Fam/ Med Leave Act w/pay

Fam/ Med Leave Act w/o pay

Authorized Leave of Absence w/o pay

Authorized Absence - work injury/illness

Military Leave

Mandated Leave - Exposure at work

Mandated Leave - Suspension w/pay

Mandated Leave - Suspension w/o pay

Professional Leave

**Percent of Day Absent**

1/4 Day Worked 10hr Day

1/2 Day

3/4 Day

Full Day