HOME TEACHER
REGISTER/PAYROLL 2008-2009

LIST ALL STUDENT SERVICE

FAX # (818) 505-0246

ANY QUESTIONS ABOUT YOUR REGISTER, PLEASE CONTACT YOUR REP.

<<REVISED>>

REGISTER #2 9/29-10/24)

LAST NAME | FIRST NAME | EMPLOYEE NO.

❑ Contracted ❑ Retired

Grade Key Chart
P=Pre-K
O=Kinder
1-12
C=Comp. Ed.

IEP Key Chart
S=Special Day Class
R=Resource Class
G=No IEP

CARLSON HOME/HOSPITAL SCHOOL
LOS ANGELES UNIFIED SCHOOL DISTRICT
STATE SCHOOL REGISTER

PROJECT FOR PAYROLL
Fax after last student served.

(10/1-10/3) (10/1-10/10) (10/1-10/17) (10/1-10/31)

MAIL 10/31/08, AFTER LAST STUDENT SERVED.

PRINT STUDENT'S NAME (LAST / FIRST)	TRACK	GRADE	AGE	IEP-SRG	LEP	OCT. X MON	X TUE	1 WED	2 THUR	3 FRI	6 MON	7 TUE	8 WED	9 THUR	10 FRI	13 MON	14 TUE	15 WED	16 THUR	17 FRI	20 MON	21 TUE	22 WED	23 THUR	24 FRI	27 MON	28 TUE	29 WED	30 THUR	31 FRI
KEEP STUDENTS ON SAME LINE #	Pre-K--12th									FAX	(K-12=240 Min./Wk & Pre-K=120 Min)									FAX								FAX		
1														NON-WORK DAY																
2																														
3																														
4																														
5																														
6																														
7																														
8																														
9																														
DAILY MINUTES WORKED																														
CONVERTED HOURS WORKED DAILY																														
TEACHER ABSENCE INTO HOURS (Please indicate the absence code from below) (IL= Illness PN= Pers. Nec. KN= Kin Care BV= Bereavement)	LEP LEVELS 1, 2, 3, 4, P & R																													
						Teacher Worked WEEKLY TOTAL			MI.		Teacher Worked WEEKLY TOTAL			MI.		Teacher Worked WEEKLY TOTAL			MI.		Teacher Worked WEEKLY TOTAL			MI.		Teacher Worked WEEKLY TOTAL			MI.	
STAFF DEVELOPMENT, IEP MEETINGS, OBSERVATIONS, ETC.																														
OFFICE USE ONLY																														

IMPORTANT!!!

Upon start of service, each full day Kindergarten - 12th grade student is entitled to the equivalent of 60 MINUTES per instructional day.

Upon start of service, each 1/2 Day Pre-K student is entitled to the equivalent of 30 MINUTES per instructional day.

PLEASE ADD GRAND TOTALS BELOW

HOURS	TOTAL MILEAGE
ILLNESS	PERSONAL NEC.
KIN CARE	BEREAVEMENT
WORKER'S COMP.	BEREAVEMENT

STAFF DEVELOPMENT

IEP'S (Include Last name & First Initial)

SUPPLEMENTAL

HOLIDAYS

TOTAL COMBINED

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS STATE SCHOOL REGISTER PAGE HAS BEEN KEPT AS REQUIRED BY LAW AND IN ACCORDANCE WITH THE INSTRUCTION OF THE SUPERINTENDENT OF PUBLIC INSTRUCTION AND FURTHER CERTIFIES THAT THE HOURS AND MILEAGE CLAIMED ARE TRUE AND ACCURATE.

SIGNED_____ DATE _____

O STUDENT EXCUSED w/ MINUTES
~~O~~ STUDENT UNEXCUSED w/ MINUTES
/ TEACHER ABSENT w/ MINUTES
X TEACHER UNPAID ABSENCE w/ MINUTES