SCHOOL DISTRICT No.64 (Gulf Islands)

LEAVE OF ABSENCE APPLICATION Please report all absences from appointments to Central Dispatch at the SBO.

SATURNA

2022-2023

Date received at SBO:

	OFFICE USE ONLY	
NAME of Employee	-	Specify EXACT time(s) of Absence:
		TEACHER FTE:
Work Location Position	- 4	8:30 am – 3:10 pm 1.19 D MD TD WD ThD FD
	Location No.	8:30 am -12:00 pm AM 0.67 □ M□ T□ W□ Th□ F□
First Day: Last Day: Date(s) of Absence	-	12:35 pm – 3:10 pm PM 0.52 🗆 M🗆 T🗆 W🗆 Th🗆 F🗆
		OR
	FTE	UK .
Collective Agreement Article # & Description		OTHER TIMES AND ALL CUPE:
		Start time End time FTE/hrs
Employee Signature Date	Reason Code	MO TO WO ThO FO
		MO TO WO ThO FO
P/VP/Supervisor Signature Date	-	MO TO WO ThO FO
	Approval No.	
Paid by: Board D Other:		
Pro G# ProD Authorization Signature		Sub required: Yes □ No □
Pro G# ProD Authorization Signature		Sub required: Yes □ No □ ↓
Pro G# ProD Authorization Signature		Sub required: Yes □ No □ ↓ Specify EXACT time(s) of Replacement:
Pro G# ProD Authorization Signature Replacement #1 (name) for Teacher and Office Use	-	Specify EXACT time(s) of Replacement:
	-	Specify EXACT time(s) of Replacement:
	- - FTE	Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 □ M□ T□ W□ Th□ F□
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use	- - -	Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 MC 8:30 am - 12:00 pm AM 0.67 MC TC
Replacement #1 (name) for Teacher and Office Use	- FTE	Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 □ M□ T□ W□ Th□ F□
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP)	- - FTE	Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 MC 8:30 am - 12:00 pm AM 0.67 MC TC
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use	- FTE	Image: Specify EXACT time(s) of Replacement: Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am – 3:10 pm 1.19 □ M□ T□ W□ Th□ F□ 8:30 am – 12:00 pm AM 0.67 □ M□ T□ W□ Th□ F□ 12:35 pm – 3:10 pm PM 0.52 □ M□ T□ W□ Th□ F□ OR
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP)		Specify EXACT time(s) of Replacement: Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 □ M□ T□ W□ Th□ F□ 8:30 am - 12:00 pm AM 0.67 □ M□ T□ W□ Th□ F□ 12:35 pm - 3:10 pm PM 0.52 □ M□ T□ W□ Th□ F□ OR OTHER TIMES AND ALL CUPE:
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP)		Specify EXACT time(s) of Replacement: Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 □ M□ T□ W□ Th□ F□ 8:30 am - 12:00 pm AM 0.67 □ M□ T□ W□ Th□ F□ 12:35 pm - 3:10 pm PM 0.52 □ M□ T□ W□ Th□ F□ OR OR
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP)	FTE	Specify EXACT time(s) of Replacement: Specify EXACT time(s) of Replacement: TEACHER FTE: 8:30 am - 3:10 pm 1.19 □ M□ T□ W□ Th□ F□ 8:30 am - 12:00 pm AM 0.67 □ M□ T□ W□ Th□ F□ 12:35 pm - 3:10 pm PM 0.52 □ M□ T□ W□ Th□ F□ OR OTHER TIMES AND ALL CUPE: Start time End time FTE/hrs
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP) EA IEP REPLACEMENT Account: FPG OBJECT CC	PR	Image: I
Replacement #1 (name) for Teacher and Office Use Replacement #2 (name) for Teacher and Office Use TIC (for PVP)		Image: I