

Absence Forms must be attached
RETURN to Treasurer's Office on Monday - turn in weekly

CERTIFIED ABSENCE RECAP
RIDGEWOOD LOCAL SCHOOL

SCHOOL _____
SUPERVISOR SIGNATURE _____

PAY PERIOD				
EMPLOYEE	DAYS ABSENT	SUB NAME PRINTED	DAYS WORKED	SUB SIGNATURE

S = SICK V=VACATION P=PERSONAL LEAVE D=DOCK DAY(UNPAID) PR=PROFESSIONAL DAY JD=JURY DUTY

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