



Sheffield-Sheffield Lake City Schools Earned Comp-Time or Credit Time Approval

Name		Date of Approval	
Position		Building	
Activity	Date of Activity	Time Started	Time Ended
Comp-Time Hours Earned		Employee's Signature	
Supervisor's Signature		Principal's Signature	

Note: Copies to Employee, Supervisor, Principal, and Original to Superintendent

Sheffield Means Success



Sheffield-Sheffield Lake City Schools Earned Comp-Time or Credit Time Approval

Name		Date of Approval	
Position		Building	
Activity	Date of Activity	Time Started	Time Ended
Comp-Time Hours Earned		Employee's Signature	
Supervisor's Signature		Principal's Signature	

Note: Copies to Employee, Supervisor, Principal, and Original to Superintendent

Sheffield Means Success
