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Career and Technology Education Department

## EXTRA DUTY-DAY DOCUMENTATION

Teacher \_\_\_\_\_ School \_\_\_\_\_

Please complete and return *one copy* to Career and Technology Education Office.

**Week One**

FROM \_\_\_\_\_ TO \_\_\_\_\_ 20 \_\_\_\_\_

**Week Two**

**FROM** \_\_\_\_\_ **TO** \_\_\_\_\_ **20** \_\_\_\_\_

**For each day list time and activities conducted**

<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>

**Week Three**

**FROM** \_\_\_\_\_ **TO** \_\_\_\_\_ **20**

**For each day list time and activities conducted**

<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>

**Week Four**

**FROM** \_\_\_\_\_ **TO** \_\_\_\_\_ **20** \_\_\_\_\_

**For each day list time and activities conducted**

<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>