



# Parent Hours Monthly Tally Sheet

All Hours must be recorded on this Tally Sheet.

Please turn in this Tally Sheet monthly.

**PLEASE PRINT ALL INFORMATION-FILL OUT AND RETURN TO THE FRONT OFFICE ALONG WITH A RECEIPT, IF YOU PURCHASED ITEMS FOR THE SCHOOL AND/OR CLASSROOM.**

Scholar Name	Grade	Teacher
1.		
2.		
3.		
4.		

Parent Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**MONTH/YEAR** \_\_\_\_\_.

(Enter month and Year)

Day	Activity	Hours
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

Day	Activity	Hours
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
<b>Total Monthly Hours</b>		

**Total Hours Completed to Date:** \_\_\_\_\_

## Directions:

- List the activities and number of hours each day.
- Have a teacher or staff member sign their initials for verification.
- At the end of each month, tally up your hours.
- Turn the completed form into the front office.