

# TRAINING/MEETING ATTENDANCE LOG

(Attach Agenda **AND** Minutes)

<b>Date:</b>		<b>Program (Circle): SHS - EHS - FCC - PAR</b>								
<b>Time:</b>		<b>Length:</b>								
<b>Location: (Center Name or HB)</b>		<b>Trainer/Meeting Facilitator:</b>								
<b>Topic(s) / Meeting Title:</b>										
<b>Comments:</b>										
<b>PRINT NAME</b>	<b>Location ID</b>	<b>DIR</b>	<b>TF/PS</b>	<b>Teaching Staff</b>	<b>Program Support</b>	<b>Food/Transport</b>	<b>HV/FW</b>	<b>Non-Program</b>	<b>Parent</b>	<b>Round Trip Mileage</b>
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
<b>Please Total The Columns:</b>										

<b>FOR FISCAL USE ONLY:</b>	
Total Parents: _____ X _____ HRS X \$10.00 \$ _____	
Total Mileage: _____ X _____ per mile= \$ _____	