

2021/2022 CERTIFIED STAFF

Weekly Employee Timesheet

PAY RATE CODES

- A. Instructional \$41
- B. Non-Instructional \$33
- C. Supervision \$22

Name _____
 Last First

School _____

DAY	DATE	TASK PERFORMED	PAY RATE CODE	START TIME	END TIME	HOURS
Sun	/ /					
Mon	/ /					
Tues	/ /					
Wed	/ /					
Thurs	/ /					
Fri	/ /					
Sat	/ /					
					Total	

Signature of Employee

Approved by

Date Submitted

Account #

(Please submit to your building secretary each week - no later than the following Monday morning)