

TIME SHEET

For Title I PK Program – 2016-2017

Name _____

ID # _____

School _____

Month / Year _____

I understand I will be paid for 1 additional hour each day for 180 school days at my 2016-2017 salary rate and will turn in my additional hour each day worked on monthly time sheets.

Please list hours worked each day as indicated

WEEK OF	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Total Hours						

I certify that the information provided herein is correct.

Signature of Employee

Date

Signature of Principal / Supervisor

Date

This form should be completed and returned by the 15th of the month to Cathy Beck, Administrative Assistant for Title I.