

# FORBES ROAD SCHOOL DISTRICT HOURLY TIME SHEET

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ELEMENTARY: \_\_\_\_\_ HIGH SCHOOL: \_\_\_\_\_

POSITION: CAFETERIA: \_\_\_\_\_ CUSTODIAN: \_\_\_\_\_ AIDE: \_\_\_\_\_ OTHER: \_\_\_\_\_

WEEK BEGINNING: \_\_\_\_\_

Date:	_____	Monday	_____	to	_____	=	_____
	_____	Tuesday	_____	to	_____	=	_____
	_____	Wednesday	_____	to	_____	=	_____
	_____	Thursday	_____	to	_____	=	_____
	_____	Friday	_____	to	_____	=	_____
					Weekly Total		_____

WEEK BEGINNING: \_\_\_\_\_

Date:	_____	Monday	_____	to	_____	=	_____
	_____	Tuesday	_____	to	_____	=	_____
	_____	Wednesday	_____	to	_____	=	_____
	_____	Thursday	_____	to	_____	=	_____
	_____	Friday	_____	to	_____	=	_____
					Weekly Total		_____
					Pay Period Total Hours Worked		_____

I certify this time sheet to be the correct amount of time worked.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Principal/Supervisor Signature

\_\_\_\_\_  
Superintendent Signature