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TIME SHEET 2019-2020

SEND TO DAWN BECKER BY THE LAST DAY OF EACH MONTH

PAY CODE		BUILDING	BUILDING			
		OVERTIME: Yes No				
		RATE OF PAY	RATE OF PAY			
SUBSTITUTING FO	DR		(7:45)	(3:15) (1.5	5 OR 1 HR 30 MIN)	
MO/DAY/YR	DESCRIPTION	STAFF REPLACING	START	END TIME	HRS/MINS	
	For Office Use Only		TOTAL HOURS			
TOTAL HRS						
TOTAL	\$					
EMPLOYEE SIGNATURE			DATE			
PRINT NAME			-			
CASE MANAGER/E	BUILDING ADMINISTRATOR'S INITI	ALS (PARAS ONLY)				
DIRECTOR'S SIGNATURE			DATE			