

# TIME SHEET

<input type="checkbox"/> Pine Point	<input type="checkbox"/> ELL	<input type="checkbox"/> St. Michaels Spec Ed	<input type="checkbox"/> St. Michaels Remedial
<input type="checkbox"/> Tutor (Non-Union)	<input type="checkbox"/> HOMEBOUND/Expulsion	<input type="checkbox"/> NURSE	<input type="checkbox"/> PARA
<input type="checkbox"/> Added Teaching (SPS Union Teachers ONLY)	<input type="checkbox"/> TITLE I	<input type="checkbox"/> Summer School Nurse	
<input type="checkbox"/> LONG TERM SUBSTITUTE TEACHER	<input type="checkbox"/> Summer School Para	<input type="checkbox"/> Summer School Teacher	

Name of Employee: \_\_\_\_\_

Student Names: \_\_\_\_\_

(If applicable) \_\_\_\_\_

Project/ Task: \_\_\_\_\_

DATE	IN	OUT	IN	OUT	TOTAL

**TOTAL HOURS** \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF EMPLOYEE DATE

\_\_\_\_\_  
SIGNATURE OF SUPERVISOR DATE

CODE: \_\_\_\_\_