

BSI/TAG split

Monroe Township Schools PARA-PROFESSIONAL BASIC SKILLS/TAG - TIME SHEET

MONTH: _____ SCHOOL: _____
PRINT NAME: _____ EMPLOYEE #: _____

A completed timesheet (all signatures required) must reach the Payroll Department by the **fourth (4th)** of each month to be processed with the paychecks on the **fifteenth (15th)**.

PLEASE 'X' BOXES BELOW CORRESPONDING TO THE DATES WORKED

	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30
31				

I certify that the above is correct:

Employee's Signature & Date:

Lead Teacher's Signature & Date

Vice-Principal's Signature & Date:

Assistant Superintendent Signature & Date:

Below for Payroll Use Only

_____ X _____ = _____
Total Sessions Rate