

HARLAN COUNTY BOARD OF EDUCATION

# EXTENDED SCHOOL SERVICE (ESS)

## Time sheet

<u>Date of Class</u>	<u>Number of Students</u>	<u>Number of Hours</u>
M _____	_____	_____
T _____	_____	_____
W _____	_____	_____
R _____	_____	_____
F _____	_____	_____
	TOTAL WEEKLY HOURS	_____

<u>Date of Class</u>	<u>Number of Students</u>	<u>Number of Hours</u>
M _____	_____	_____
T _____	_____	_____
W _____	_____	_____
R _____	_____	_____
F _____	_____	_____
	TOTAL WEEKLY HOURS	_____
	<b>TWO WEEKS TOTAL HOURS</b>	_____

\_\_\_\_\_  
Teacher Signature                      ID #                      Date

\_\_\_\_\_  
Principal Signature                      School Name

\*Time sheets should be submitted to Mr. Roark within three days of the last recorded work date above.

\*The pay date will be the following 10<sup>th</sup> or 25<sup>th</sup> of each month.