

FORT SMITH PUBLIC SCHOOLS
TIME REPORT — THE BASIC SCHOOL

SESSION DATES

FROM 09 07 20
MONTH DAY YEAR

TO 10 08 20
MONTH DAY YEAR

EMPLOYEE NAME _____ **EMPLOYEE ID #** _____

WORK ASSIGNMENT BASIC SCHOOL INSTRUCTOR - NORTHSIDE HIGH SCHOOL
ASSIGNMENT LOCATION _____

HOURLY-RATE EMPLOYEE
Indicate total number of hours per day for each day worked during the session.

Hourly Rate	\$ 34.69
BU #	1275 1954 024 438 00 61110
Total Number of Hours Worked During Pay Period	
Total Amount to be Paid example 34.69 X 60 = 2,081.40	

September:

1	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

October:

1	2	3	4	5	6	7	8

	SIGNATURE	DATE
EMPLOYEE		
SUPERVISOR		

— Forward completed Time Report to the Human Resources Office —

Human Resources Office Approval	

Assistant Superintendent of Human Resources and Campus Support

Date