

TURTLE MOUNTAIN SCHOOL DIVISION

2 - K

NON-TEACHING CASUAL "TIME SHEET"

NAME

OCCUPATION

SCHOOL

DATE

Insert hours worked under day of week

Week Of	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours

Charge To:

Replacement For:

- Sick
- Vacation
- LOA
- Other _____

Name _____

Regular Time _____ @ _____

Overtime _____ @ _____

Employee's Signature

Supervisor's Signature

Division Administrator's Signature