

**SUMMER SCHOOL
CERTIFIED TEACHER
PAYROLL CLAIM FORM**

KALISPELL PUBLIC SCHOOLS
233 1st Avenue East
Kalispell, MT 59901

I certify that this claim is correct and just in all respects and that payment has not been received.

Claimant Signature _____

Printed _____

School _____

Approved _____
Principal _____ Date _____

Approved _____
Assistant Superintendent _____ Date _____

Section 8.4 of KEA Agreement: **July 1st, 2023 - June 30th, 2024**

Those staff teaching approved district summer school as directed by the District shall be paid at the BA+45, Step 4 hourly rate for instruction time.'

Summer School	Hourly Rate	Date	Hours	Amount	Budget Code Entry	
					Budget Code	Description
					101 XX 160 1115 5019 112	Elementary School
					201 XX 160 1115 5019 112	High School
				TOTAL		

The Tab key will move through each field for data input, and will calculate the total for each row and the final total. If hours are changed be sure to tab after the change to get updated calculation.