

**EMPLOYEE PAY SHEET**  
**BOARD OF EDUCATION**  
**WHITESBORO CENTRAL SCHOOL**

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

SS#: XXX-XX- \_\_\_\_\_

BUDGET CODE: \_\_\_\_\_

DATE	TIME WORKED (FROM-TO)*	TOTAL HOURS	DESCRIPTION OF WORK PERFORMED	\$ AMOUNT PER HOUR	TOTAL AMOUNT
<b>GRAND TOTAL HOURS:</b>			<b>GRAND TOTAL AMOUNT:</b>		

**\*LUNCH MUST BE NOTED**

I hereby certify that the above is a true and accurate claim. All services have been rendered as itemized above. No considerations have been made other than those shown above.

\_\_\_\_\_  
 Employee Signature

I hereby certify that the services above have been rendered in good order and that the quantity and quality thereof have been verified.

\_\_\_\_\_  
 Administrator/Supervisor's Approval

\_\_\_\_\_  
 Business Administrator

Date: \_\_\_\_\_

Date: \_\_\_\_\_