

Plattsmouth Community Schools Certified Monthly Timesheet

			Minus	Number of	
Day of	Time	Time	Lunch	Hours	Explanation
Month	In	Out	Break	Worked	of Service
	8:00	4:00	- 1 hour	7	Example
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					
31					

Name _____

Month _____ Year _____

Type of Service _____

Teacher Signature _____

*Due by the 31st of each month

Adminstrator Signature _____

Total Hrs Worked: _____