

MOUNT PLEASANT CENTRAL SCHOOL DISTRICT

Teacher Aide/Health Aide/Monitor Payroll Form

All Timesheets and Extra Pay Forms must be submitted for administrator approval no later than two weeks following the date worked. Late submission will result in delay/denial of payment.

EMPLOYEE NAME: _____

ALL INFORMATION MUST BE ENTERED FOR FORM TO BE PROCESSED

Date	Hours:		Explanation : (Must Be Provided)
	Start	End	

Employee Signature **Date**

Administrator Signature **Date**