

**GENESEE JT SCHOOL DISTRICT #282
WAGE AND HOUR RECORD**

EMPLOYEE:

MONTH:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
DATE:						TOTAL HOURS
REGULAR HOURS						
Other Hours						
Notes						

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
DATE:						TOTAL HOURS
REGULAR HOURS						
Other Hours						
Notes						

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
DATE:						TOTAL HOURS
REGULAR HOURS						
Other Hours						
Notes						

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DATE:						TOTAL HOURS
REGULAR HOURS						
Other Hours						
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DATE:						TOTAL HOURS
REGULAR HOURS						
Other Hours						
Notes						

I certify that the above recorded hours of work include only hours of work (no lunch time included) and the hours are accurate for the dates stated during that pay period. Any overtime hours must have prior approval by the Superintendent as noted in Policy 600.33 and hours initialed to qualify for payroll .

EMPLOYEE SIGNATURE

DATE

