



# WATTSBURG AREA SCHOOL DISTRICT WEA PAYROLL EXTRA DUTY TIMESHEET



EMPLOYEE: \_\_\_\_\_ #: \_\_\_\_\_ BLDG: \_\_\_\_\_

CHECK ONE:

INSTRUCTIONAL EXTRA

NON-INSTRUCTIONAL EXTRA

Brief Description of Work/Program

TUTORING

DETENTION

SPEC ED

Student's Name/Grade

REG ED

**\*\*LOG HOURS TO THE NEAREST QUARTER-HOUR\*\***

**WEEK 1**

**WEEK 2**

|    | Date | Hours |
|----|------|-------|
| M  |      |       |
| T  |      |       |
| W  |      |       |
| TH |      |       |
| F  |      |       |

|    | Date | Hours |
|----|------|-------|
| M  |      |       |
| T  |      |       |
| W  |      |       |
| TH |      |       |
| F  |      |       |

Wk 1 Total

Wk 2 Total

**TOTAL HOURS**

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

\_\_\_\_\_  
Principal/Spec Ed Supervisor Signature

\_\_\_\_\_  
Payroll Supervisor

Instructional Extra/Tutoring:  
\$32.00/Hr

Non-Instructional Extra/Detention:  
\$22.03/Hr

\_\_\_\_\_  
Amount Paid

\_\_\_\_\_  
Payroll Date