Mid-Prairie Community School District Time Sheet—Please fill in all the blanks. Substitute Teachers/Support Staff please use the sub time sheet.

me		Address					Type of Work	
ne sheets must be kept daily and turned into the business manager. Pay period begins on the 16 th day of the following month. Turn in the time sheet as soon as possible after the 15 to 16 th . ase fill in all blanks, sign your name and have the principal sign BEFORE this is turned into Central								
		Total Hrs.						

Principal Signature

Date

Employee Signature