

COLUMBUS GROVE LOCAL SCHOOLS

TIME SHEET

NAME _____

TITLE _____

WEEK _____

| DAY | DATE | MORNING | | AFTERNOON | | HOURS | |
|---------------------|------|---------|-----|-----------|-----|---------|----------|
| | | IN | OUT | IN | OUT | REGULAR | OVERTIME |
| <i>Saturday</i> | | | | | | | |
| <i>Sunday</i> | | | | | | | |
| <i>Monday</i> | | | | | | | |
| <i>Tuesday</i> | | | | | | | |
| <i>Wednesday</i> | | | | | | | |
| <i>Thursday</i> | | | | | | | |
| <i>Friday</i> | | | | | | | |
| <i>Weekly Total</i> | | | | | | | |

WEEK _____

| DAY | DATE | MORNING | | AFTERNOON | | HOURS | |
|---------------------|------|---------|-----|-----------|-----|---------|----------|
| | | IN | OUT | IN | OUT | REGULAR | OVERTIME |
| <i>SATURDAY</i> | | | | | | | |
| <i>SUNDAY</i> | | | | | | | |
| <i>MONDAY</i> | | | | | | | |
| <i>TUESDAY</i> | | | | | | | |
| <i>WEDNESDAY</i> | | | | | | | |
| <i>THURSDAY</i> | | | | | | | |
| <i>FRIDAY</i> | | | | | | | |
| <i>Weekly Total</i> | | | | | | | |

SUPERVISOR _____

SUPERINTENDENT _____

Employee Signature _____