

# Early Intervening Services: **During-the-School-Day** Tutoring Program Timesheet

\_\_\_\_\_ School \_\_\_\_\_ Month \_\_\_\_\_ Year

Name (Please Print)	Social Security #	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Total Hours
		/	/	/	/	/	/	/	/	/	/	
		Begin	:	:	:	:	:	:	:	:	:	
		End	:	:	:	:	:	:	:	:	:	

Tutoring begins at \_\_\_\_\_ and ends at \_\_\_\_\_ P.M. Certified teacher tutor will be paid \$20.00 per hour for direct student instruction.

Total hours worked\* \_\_\_\_\_ at a rate of \$20.00/hour = \_\_\_\_\_ Total Salary

I confirm that the above dates and times represent an accurate documentation for my work.

\_\_\_\_\_  
Tutor Date

I confirm that the above dates represent an accurate documentation for this tutor's work.

\_\_\_\_\_  
Principal / Designee EIS – M. Baker

\_\_\_\_\_  
Date Date

**\*Send ORIGINAL TIMESHEET and ORIGINAL ATTENDANCE ROSTER to EIS Tutoring Program, Marsha Baker – OPSB Central Office, at the end of each month.\***

Notes: \_\_\_\_\_

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