

**Washington Central Unified Union School District - Time Sheet**  
 Payroll Telephone # 229-0553, Ext. 305

July 1, 2019 to June 30, 2020

SCHOOL \_\_\_\_\_ EMPLOYEE NAME \_\_\_\_\_

(please print)

Payperiod Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_ BUDGET ACCT # \_\_\_\_\_

Timesheet ** Due Date	Check Date
07/05/19	07/12/19
07/19/19	07/26/19
08/02/19	08/09/19
08/16/19	08/23/19
08/30/19	09/06/19
09/13/19	09/20/19
09/27/19	10/04/19
10/11/19	10/18/19
10/25/19	11/01/19
11/08/19	11/15/19
* 11/21/19	11/29/19
12/06/19	12/13/19
12/19/19	12/27/19
01/03/20	01/10/20
01/17/20	01/24/20
01/31/20	02/07/20
02/14/20	02/21/20
* 02/21/20	03/06/20
03/13/20	03/20/20
03/27/20	04/03/20
04/10/20	04/17/20
04/17/20	05/01/20
05/08/20	05/15/20
05/22/20	05/29/20
06/05/20	06/12/20
06/19/20	06/26/20

	CONTRACT WORKED REGULAR	PAID LEAVE	EXTRA / OVERTIME Time worked beyond contract	UNPAID LEAVE
MONDAY	_____	_____	_____	_____
TUESDAY	_____	_____	_____	_____
WEDNESDAY	_____	_____	_____	_____
THURSDAY	_____	_____	_____	_____
FRIDAY	_____	_____	_____	_____
MONDAY	_____	_____	_____	_____
TUESDAY	_____	_____	_____	_____
WEDNESDAY	_____	_____	_____	_____
THURSDAY	_____	_____	_____	_____
FRIDAY	_____	_____	_____	_____
<b>PLEASE TOTAL TIME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Payperiod	
Beginning Date	Ending Date
06/24/19	07/07/19
07/08/19	07/21/19
07/22/19	08/04/19
08/05/19	08/18/19
08/19/19	09/01/19
09/02/19	09/15/19
09/16/19	09/29/19
09/30/19	10/13/19
10/14/19	10/27/19
10/28/19	11/10/19
11/11/19	11/24/19
11/25/19	12/08/19
12/09/19	12/22/19
12/23/19	01/05/20
01/06/20	01/19/20
01/20/20	02/02/20
02/03/20	02/16/20
02/17/20	03/01/20
03/02/20	03/15/20
03/16/20	03/29/20
03/30/20	04/12/20
04/13/20	04/26/20
04/27/20	05/10/20
05/11/20	05/24/20
05/25/20	06/07/20
06/08/20	06/21/20

Employees Signature: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Please note: Timesheets must be in School Office by **9 AM** on due date\*\*.

\* Timesheets Due Early

Please note: Contractual employees receive 26 substantially equal payments for work performed July 1 to June 30 per the above check dates.