The Grosse Pointe Public School System Extra Work

School or (Office	Employee Classification							
Name of W	/orker	Salaried Hourly Substitute							
Authorized	By								
Date	Hours Worked	Total	Hourly Rate	Code No.	Assignment				
Amount Due Account Number									
Assignment #1:									

Amount Due				Account Number	
Assignmer	nt #1:				
	0	Х	= \$ -		Signature of Worker
	Hours	Rate	Total		
Assignmer	nt #2:				
		Х	=		
	Hours	Rate	Total		
Assignmer	nt #3:				Signature of Supervisor
		Х	=		
	Hours	Rate	Total		
Grand Total Amount Due \$ -					
NOTE: Fill	Spaces in assig	nment #1 only unless	differing types of		
work, differ	ent assignments	s, or different rates of	pay are involved	Department of Personnel	

FOR PURPOSES OF DISTRIBUTION TO APPROPRIATE BUDGET ACCOUNTS, PLEASE CIRCLE APPROPRIATE CODE NO. BELOW. THIS CODE RELATES TO TYPE OF WORK DONE AS WELL AS BY WHICH CLASSIFICATION OF WORKER.

Plant

- 11 Regular Overtime
- 12 School Activity
- 13 Substitute
- 14 Rental 15 Part-Time
- 16 Extra Help
- 17 Other (Specify)

Code Numbers

Office 21 Regular Overtime 22 Substitute 23 Extra Help 24 Part-Time 25 Other (Specify)

Teacher 01 Homebound/Hospitalized 02 Homebased 03 Other Hourly 30 Teacher Aid 31 Instructional Aid 32 Lay Supervisor 33 Noon supervisor - Elem 34 Public Library Aides 35 Co-op Students 36 VAST

37 Election Workers 38 Substitute Callers 39 Other (Specify) 40 Prof. Asst.- P/L