



CONEJO VALLEY UNIFIED SCHOOL DISTRICT

CERTIFICATED PAYROLL EMPLOYMENT RECORD

EMPLOYEE NAME (Print) _____
 DEPARTMENT _____

MONTH _____
 SCHOOL _____

DATE	HOURS	EXPLANATION	PAYROLL DEPARTMENT USE ONLY
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			UNITS _____
20			
21			RATE _____
22			
23			GROSS _____
24			
25			CLASSIFICATION _____
26			_____
27			_____
28			_____
29			_____
30			_____
31			_____
Total			

CERTIFICATION OF TIME REPORTING REPORT

Employee Signature: _____

Principal/Administrator Signature: _____

Principal/Administrator Name (Print): _____

Division Assistant / Deputy Superintendent: _____

Program/Optional: _____

Date of Approval: _____