

MONMOUTH COUNTY VOCATIONAL SCHOOL DISTRICT

4000 Kozloski Road

Freehold, NJ 07728

PART-TIME HOURLY RECORD

MONTH _____ YEAR _____ NAME _____

SCHOOL _____

<u>DATE</u>	<u>ACTUAL HOURS</u>	<u>TOTAL TIME</u> (Minutes)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This form must be
completed and sent
to the Superintendent
by the 1st of the month

TOTAL HOURS _____ X \$ _____ = \$ _____

I certify the above to be correct.

Signed _____ Date _____

Approved _____ Date _____

Approved by Superintendent

*Reason _____ Teaching Within Certification _____ Funding Source _____

Article VIII, 8-b-ii

"Any teacher directed to teach a class within their certification during an administrative assignment period will be compensated by the Board of Education at the part-time rate of \$35.00 per hour for every sixty (60) minutes accumulated over the allotted classroom teacher time as shown above. (See Paragraph 8.b.ii of Agreement) Teachers assigned this duty will receive proration of salary commencing with the sixth consecutive class assigned. Teachers assigned to non-teaching supervision during administrative assignment time will not be provided additional compensation. Teachers must submit actual time sheets and the Board of Education will round off the time to the nearest 1/2 hour for the month."

Last Revised 9/30/15