FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
PART YEAR TIMESHEET

EMPLOYEE'S NAME: _____ FILE# : _____

JOB DESCRIPTION: _____ Schedule: **FD PD LTS** DATE: _____

CLASS: _____ SITE: _____ FROM: **03/16/17** TO: **03/31/17**

ALL TIME SHEETS MUST BE TURNED IN BY *12PM* THE NEXT WORKING DAY AFTER EACH PAY PERIOD

DATE	IN	OUT	IN	OUT	TOTAL WORKING HRS	OT Hours	SICK Hours	VAC. Hours	UNION HRS	JURY DUTY HRS	BEREAVEMENT PAY	LEAVE W/O PAY
03/16/17												
03/17/17												
03/18/17	S A T U R D A Y											
03/19/17	S U N D A Y											
03/20/17												
03/21/17												
03/22/17												
03/23/17												
03/24/17												
03/25/17	S A T U R D A Y											
03/26/17	S U N D A Y											
03/27/17												
03/28/17												
03/29/17												
03/30/17												
03/31/17												
TOTAL HOURS												

EMPLOYEE'S SIGNATURE: _____

SUPERVISOR'S SIGNATURE: _____

COMMENTS: _____

Payroll Use ONLY:								