

Faculty Senate Recommendation

Time Sheet

Fayette County Board of Education
111 Fayette Avenue
Fayetteville, WV 25840

SCHOOL: _____

JOB #: _____

| Date | Teacher's Name | Employee ID # | Hours Worked |
|------|----------------|---------------|--------------|
| | | | |

No teacher is entitled to more than two (2) hours of time per position for time spent directly involved in the faculty senate recommendation process.

If there are more than four qualified applicants for a single classroom teacher position who are selected for interview by the hiring committee chair or single designee, the faculty senate members participating in the interviews may be compensated for one (1) additional hour for actual time spent on the interview process for that position.

I certify that the following is a correct statement of the time worked by me for my direct involvement with the faculty senate recommendation process for the identified job number and that no part of same has been previously paid or allowed.

Account Code: 11.00485.12572.112. (insert location code)

Employee's Signature

Principal's Signature

Date

Central Office Administrator

This timesheet must be submitted to the principal when the Faculty Senate provides its recommendation (Appendix B) for the identified job to ensure timely payment.