

LAKWOOD SCHOOL DISTRICT NO. 306
BOARD MEMBER
TIMESHEET

Name: _____

<u>DATE</u>	<u>ATTENDED/ NOT ATTENDED</u>	<u>ACTIVITY</u>
_____	<input type="checkbox"/> Attended <input type="checkbox"/> Not Attended	<u>Regular Board Meeting</u>
_____	<input type="checkbox"/> Attended <input type="checkbox"/> Not Attended	<u>Regular Board Meeting</u>
_____	<input type="checkbox"/> Attended <input type="checkbox"/> Not Attended	_____

Signature

Date Signed

TO BE COMPLETED BY SUPERINTENDENT:

Approved for pay _____ Denied _____

If denied, reason for denial: _____

Signature of Superintendent

Date Signed

PAYROLL DEPARTMENT MONTH PAID: _____

# OF DAYS		RATE OF PAY		AMOUNT PAID		D.P. CODING
_____	X	\$50.00	=	_____		_____

Payroll Officer Date

State law and LWSD Board Policy #1733 provides for reimbursement of expenses incurred by Board members in performance of their duties as Board members, at the rate of up to fifty dollars (\$50) per day, or for a portion of a day, for a total not to exceed \$4800 annually.