Alachua County
Public Schools

Career & Technical Education
**Industry Certification
Stipend Payroll Report
Documentation Form**

School: _____   Date(s) of Activity: _____

Employee Name: _____   Employee ID: _____

Activity Date	Session Time	Activity Name	Total Time of Session	Rate of Pay
Example: --March 4, 2017	7-9 pm	Workshop	2 hours	$14.14 per hour
	Total Hours			

Coding:

Fund	Type	Function (CTE to Complete)	OBJECT	Facility School Number	Project Call CTE Office for Specific Project number @ 955-6848	Sub Project	Program
100	E					00000	00000

_____   _____
Employee Signature   *Date*

_____   _____
Career and Technical Education Director Signature   *Date*

This document to be kept on file at the school.