

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan, Minnesota
Educating our students to reach their full potential

Series 402.3.3.1AR Adopted March 1977 Revised December 2008

Title Compensation for Special Supervisory Assignments

1. District Procedure 402.3.3.1.2P, Special Supervisory Assignment Timesheet, must be completed and submitted as follows:
 - 1.1 Timesheets for district employees should be sent to the Payroll Department and will be incorporated into the next scheduled payroll according to the employee's cut-off schedule. All appropriate deductions will be made.
 - 1.2 Timesheets for non-district employees should be sent to Accounts Payable in the Finance Department. Checks will be issued according to the cut-off schedule.