

PRINCIPAL'S MONTHLY PAYROLL REPORT

(See instructions on page v)

This report must be filed with the County Superintendent promptly at the end of each calendar month.

School Sanford Grammar White (Negro) For 0 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 months

Beginning Aug 15, 1955

No. of Days School in Session During Month 20 and Ending Sept 12, 1955

No. of Regular Teachers: Elem. 12 Jr. H. S. _____ Sr. H. S. _____ Four-Year H. S. _____ Total 12

List personnel alphabetically in following order: (1) Principal; (2) Regular Teachers—a. Elementary, b. High School; (3) Professional Assistants—a. Elementary, b. High School; (4) Substitute Teachers*—a. Elementary, b. High School; (5) Secretarial help; ** (6) Janitors; ** etc.; (7) School Lunch Workers ** ***

NAME List alphabetically by grades as directed	Grades Taught or Positions (1)	Days On Duty (2)	School Holidays (3)	Days Absent			Total (Columns 2-5 incl.) (6)	To be completed by County Superintendent				
				Sick Leave (4)	Other Reasons (5)	Monthly Contract (7)		DEDUCTIONS				Amount Due (12)
								Teacher Retirement (8)	Withholding (9)	Insurance (10)	Other (11)	
1. HECKENBACH	1	20	0	0	0	20						
2. ANSLEY, M.	2a	20	0	0	0	20						
3. BALL, C.	2a	20	0	0	0	20						
4. BILLHIMER, D.	2a	19	0	1	0	20	✓					
5. BRINSON, R.	2a	20	0	0	0	20						
6. GRANT, A.	2a	20	0	0	0	20						
7. GRANTHAM, F.	2a	20	0	0	0	20						
8. JONES, R.	2a	20	0	0	0	20						
9. RATHIFF, A.	2a	19	0	1	0	20	✓					
10. RICHARDS, R.	2a	19	0	1	0	20	✓					
11. RISER, J.	2a	20	0	0	0	20						
12. ROUTH, S.	2a	19 1/2	0	1/2	0	20	✓					
13. WRIGHT, M.	2a	20	0	0	0	20						
14. DUTTON, E.	2a	20	0	0	0	20						
15. BROADHEAD, J. E.	2a	20	0	0	0	20						
16.												
17.												
18.												
19.												
20.												
21.												
22.												
23.												
24.												
25.												
26.												
27.												
28.												
29.												
30.												

* Indicate, by code, teacher for whom substitute served.

** If paid by scholastic month, include here, omitting column "Grades Taught" and using next column as "Days on Duty."

*** If paid locally, the principal completes columns 7, 8, 9, 10, 11, & 12. Use col. 12 for "Amount Paid."

I hereby certify to the following: (1) All teachers in this school, including myself, have complied with the law and with regulations of the State Board of Education as set forth in the **Teacher's Register of Attendance**; (2) All teachers have kept the prescribed records and filed their monthly reports; (3) This report has been prepared as directed and is complete and correct to the best of my knowledge and belief.

Date September 13, 1955

Signed: Herold A. Heckenbach
Principal

Date _____

Approved: _____
County Superintendent

