

PINELLAS COUNTY SCHOOLS
PART-TIME HOURLY ACTION FORM

Board Date: _____

Form must be completed 3 weeks PRIOR to start of work

Effective Date: _____ Last 4 SS # _____

Name: _____
 Last App (Jr, III...) First Middle Initial
 New Employee OR Current Employee

Remarks: _____

Replacement for: _____

Part-Time Hourly Program (Select one) – *Indicate all Subjects being taught for this program in the box provided below.

- | | |
|---|---|
| <input type="checkbox"/> Career, Technical and Adult Education | <input type="checkbox"/> Before/After/Saturday School Programs (non-ELP)
-(FL Cert. - any academic coverage) |
| <input type="checkbox"/> Elementary Reading Extended Learning Model -(FL Cert.) | <input type="checkbox"/> Title I -(FL Cert.) |
| <input type="checkbox"/> Extended Learning Program - During the school day -(FL Cert.) | <input type="checkbox"/> ABS Alternative Bell Schedule -(FL Cert. in Subject Area) |
| <input type="checkbox"/> Elementary Ed w/Read K-12 or Endorsement Required | |
| <input type="checkbox"/> Extended Learning Program - Before/After/Saturday School -(FL Cert. - any academic coverage) | |

	Position From			Position To / Position New		
Position Number						
Cost Center Name						
PLD Number						
Hours / Days						
Hourly Rate						
*Subject Area Teaching for PTH						
Fund	Function	Object	Center	Project	Sub Project	Program

FOR CHANGE IN CURRENT FUNDING STRIP (ONLY)

Fund	Function	Object	Center	Project	Sub Project	Program

Secretary: _____ Phone Number w/ Ext: _____

Site Administrator Signature/ Date _____ Fund Authorizer/ Date _____

HUMAN RESOURCES ACTION ONLY						
<u>Salary Slot</u>	<u>Pay Type</u>	<u>Job #</u>	<u>Subject Area Teaching for PTH</u>			<u>Certified</u>
						___ Yes ___ No
<u>Primary Job</u> ___ Yes ___ No	<u>Additional Positions</u> ___ Yes ___ No					___ Yes ___ No
<u>PCSB#</u>	<u>FIRN #</u>	<u>FIRN Date</u>				___ Yes ___ No
<u>Completed & Entered by</u>		<u>Date:</u>	<u>Completed by:</u>			
			<u>Approved to Hire:</u>		___ Yes ___ No <u>Authorizing Initials</u> _____	
<u>Fingerprinting</u>	<input type="checkbox"/> New	<input type="checkbox"/> Resubmit	<input type="checkbox"/> No Action Required			