

# TIOGA ISD EXTRA BUS DUTY PAY SHEET

EMPLOYEE NAME: \_\_\_\_\_

## Bus Driving Extra Duty Pay Scale for Staff Within Their Normal Responsibilities

	0-60 Miles	61-100 Miles	101+ Miles	These dollar figures are in addition to the stipend you are paid for responsibilities associated with your sport and/or event within payroll.
One-Way	\$10	\$10	\$15	
Round-Trip	\$15	\$20	\$25	

DATE	DEPARTURE TIME	RETURN TIME	DESTINATION/LOCATION (ex: Alvord HS, Grayson College, etc.)	REASON (ex: Volleyball, Track, Band, Theatre, Field Trip(grade)	Round Trip (Yes / No)	Amount To Be Paid (\$10, \$15, \$20, \$25)

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>TOTAL AMOUNT DUE \$</b>
----------------------------

\_\_\_\_\_  
Approval Signature  
Principal / Dept Manager / Superintendent

\_\_\_\_\_  
Date: \_\_\_\_\_

**ONCE APPROVED turn approved form in to Kelly Evans in Business Office for payment processing.**

**REVISED 08/13/2025**