

Emp #	Last	First	Hours	Total	Rate
HS	1681		30.00	40.00	12.96
EC	110		35.00	45.00	16.30
EC	499		27.00	36.00	16.30
HS	1909		35.00	45.00	12.96
EC	1567			0.00	12.96
HS	698			0.00	16.30
EC	1751		15.00	25.00	12.96
EC	1939		31.50	40.50	12.96
HS	1815		35.00	45.00	12.96
EC	434		35.00	45.00	16.30
HS	1571			0.00	12.96
EC	1902		35.00	45.00	12.96
EC	1859		35.00	45.00	12.96
MS	1669			0.00	12.96
			313.50	98.00	411.50

13

11

summer

411.50

\$5,753.88

YR 26	Yr 27
388.80	129.60
570.50	163.00
440.10	146.70
453.60	129.60
0.00	0.00
0.00	0.00
194.40	129.60
408.24	116.64
453.60	129.60
570.50	163.00
0.00	0.00
453.60	129.60
453.60	129.60
0.00	0.00
5753.88	1366.94

ldw 5/8/26 on leave

Emp #	Last	First	Hours	Total	Rate
ADMIN	1916		35.00	40.00	12.52
ADMIN	1988		35.00	45.00	12.52
ADMIN	1986		35.00	45.00	12.52
ADMIN	1997		30.00	35.00	12.52
ADMIN	1991		29.00	39.00	12.52
ADMIN	1917		35.00	48.00	12.52
ADMIN	1995		30.00	40.00	12.52
ADMIN	1918		35.00	48.00	12.52
ADMIN	1998		25.00	35.00	12.52
ADMIN	1985		35.00	45.00	12.52
ADMIN	1996		35.00	45.00	12.52
ADMIN	1990		35.00	45.00	12.52
ADMIN	1992		35.00	45.00	12.52
ADMIN	1993		32.75	45.25	12.52
ADMIN	1994		32.00	42.00	12.52
ADMIN	1921		30.00	40.00	12.52
ADMIN	1922		39.00	50.00	12.52
ADMIN	1923		10.00	20.00	12.52
ADMIN	1987		29.00	34.00	12.52
ADMIN	1989		35.00	45.00	12.52
			636.75	194.50	831.25

YR 26	Yr 27
438.20	62.60
438.20	125.20
438.20	125.20
375.60	62.60
363.08	125.20
438.20	162.76
375.60	125.20
438.20	162.76
313.00	125.20
438.20	125.20
438.20	125.20
438.20	125.20
438.20	125.20
410.03	156.50
400.64	125.20
375.60	125.20
488.28	137.72
125.20	125.20
363.08	62.60
438.20	125.20
7972.11	2435.14

First day 5/5/26
Last pay 8/28/26

1242.75

\$16,161.13

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22	7:00	12:00		5	HS	Cleaner
6-23	7:00	12:00		5	HS	cleaner
6-24	7:00	12:00		5	HS	cleaner
6-25	7:00	12:00		5	HS	Cleaner
6-26	7:00	12:00		5	HS	cleaner
.						
.			Week 1 Total	25		
6-29	7:00	12:00		5	HS	cleaner
6-30	7:00	12:00	OFF	5	HS	cleaner
7-1	7:00	12:00		5	HS	cleaner
7-2	7:00	12:00		5	HS	cleaner
7-3	OFF					
			Week 2 Total	25		
TOTAL HOURS				4/5		

Print Employee

Employee

Approved for

Date: 6-23-26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22	7:00	12:00		5	EC	Cleaner
6-23	7:00	12:00		5		
6-24	7:00	12:00		5		
6-25	7:00	12:00		5		
6-26	7:00	12:00		5		
			Week 1 Total	25		
6-27	7:00	12:00		5		
6-30	7:00	12:00		5		
7-1	7:00	12:00		5		
7-2	7:00	12:00		5		
7-3	—	—		—		
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-2-26

Date:

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	6:00	10:30		4.5	Adm.	Cleaner
6/23	6:00	10:30		4.5		
6/24	6:00	10:30		4.5		
6/25	6:00	10:30		4.5		
6/26						
			Week 1 Total	18		
6/29	6:00	10:30		4.5		
6/30	6:00	10:30		4.5		
7/1	6:00	10:30		4.5		
7/2	6:00	10:30		4.5		
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee

Employee

Certification

Approved for

Date: July 2, 2024

Date: _____

Date: 7-7-24

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighon, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00	—	5	H.S	Cleaner
6/23/26	7:00	12:00	—	5	H.S	Cleaner
6/24/26	7:00	12:00	—	5	H.S	Cleaner
6/25/26	7:00	12:00	—	5	H.S	Cleaner
6/26/26	7:00	12:00	—	5	H.S	Cleaner
			Week 1 Total	25		
6/29/26	7:00	12:00	—	5		Cleaner
6/30/26	7:00	12:00	—	5		Cleaner
7/1/26	7:00	12:00	—	5		Cleaner
7/2/26	7:00	12:00	—	5		Cleaner
7/3/26	—	—	off	Holiday		
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee

Employee Sign

Certification of

Approved for Pa

Date:

Date:

Date:

7/2/26

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22	—	—	vacation	—	EC	cleaner
6-23	—	—		—		
6-24	—	—		—		
6-25	—	—		—		
6-26	7:00	12:00		5		
			Week 1 Total	5		
6-29	7:00	12:00		5		
6-30	7:00	12:00		5		
7-1	7:00	12:00		5		
7-2	7:00	12:00		5		
7-3	—	—		holiday		
			Week 2 Total	20		
TOTAL HOURS				25		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-3-26

Date:

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
6-23-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
6-24-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
6-25-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
6-26-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
			Week 1 Total	22 $\frac{1}{2}$		
6-29-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
6-30-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
7-01-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
7-02-26	7:00	11:30		4 $\frac{1}{2}$	M.S.	cleaner
			Week 2 Total	18 $\frac{1}{2}$		
TOTAL HOURS				40 $\frac{1}{2}$		

Print Employee Name

Employee Signature

Certification of

Approved for Pay

Date: July 2, 2026

Date: _____

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00		5	H.S.	Cleaner
6/23/26	7:00	12:00		5	H.S.	Cleaner
6/24/26	7:00	12:00		5	H.S.	Cleaner
6/25/26	7:00	12:00		5	H.S.	Cleaner
6/26/26	7:00	12:00		5	H.S.	Cleaner
			Week 1 Total	25		
6/29/26	7:00	12:00		5	H.S.	Cleaner
6/30/26	7:00	12:00		5	H.S.	Cleaner
7/1/26	7:00	12:00		5	H.S.	Cleaner
7/2/26	7:00	12:00		5	H.S.	Cleaner
7/3/26	X	X		0		off
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name _____

Employee Signature _____

Certification of Hours _____

Approved for Payment _____

Date: 7/3/26

Date: _____

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22	7:00	12:00		5	EC	Chanel
6-23	7:00	12:00		5		
6-24	7:00	12:00		5		
6-25	7:00	12:00		5		
6-26	7:00	12:00		5		
			Week 1 Total	25		
6-29	7:00	12:00		5		
6-30	7:00	12:00		5		
7-1	7:00	12:00		5		
7-2	7:00	12:00		5		
7-3	0	0		0		
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee

Employee

Certification

Approved for

Date: 7-3-26

Date: _____

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00		5hrs	EC	Cleaner
6/23/26	7:00	12:00		5hrs	↓	↓
6/24/26	7:00	12:00		5hrs		
6/25/26	7:00	12:00		5hrs		
6/26/26	7:00	12:00		5hrs		
			Week 1 Total	25		
6/29/26	7:00	12:00		5hrs	EC	Cleaner
6/30/26	7:00	12:00		5hrs	↓	↓
7/1/26	7:00	12:00		5hrs		
7/2/26	7:00	12:00		5hrs		
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7/2/26

Date:

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7	12		5	MS	summer cleaning
6/23	7	12		5	MS	summer cleaning
6/24	7	12		5	MS	summer cleaning
6/25	7	12		5	MS	summer cleaning
6/26	7	12		5	MS	summer cleaning
			Week 1 Total	25	MS	summer cleaning
6/29	7	12		5	MS	summer cleaning
6/30	7	12		5	MS	summer cleaning
7/1	7	12		5	MS	summer cleaning
7/2	7	12		5	MS	summer cleaning
7/3	-	-		-	-	-
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee I

Employee Sign

Certification of

Approved for Pay

Date:

Date:

Date:

7/3/2006

7-7-26

Employee Time Sheet

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22-26	7am	12pm		5	MS	Cleaner
6-23-26	7am	12pm		5	MS	Cleaner
6-24-26	7am	12pm		5	MS	Cleaner
6-25-26	7am	12pm		5	MS	Cleaner
6-26-26	7am	12pm		5	MS	Cleaner
			Week 1 Total	25		
6-29-26	7am	12pm		5	MS	Cleaner
6-30-26	7am	12pm		5	MS	Cleaner
7-1-26	7am	12pm		5	MS	Cleaner
			Week 2 Total	15		
TOTAL HOURS				40		

Print Employee Name

Employee Signature

Date: _____

Certification of Hours

Date:

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00am	12:00pm	—	9	HS	Summer Crew
6/23/26	7:00am	12:00pm	—	5	HS	Cleaner
6/24/26	7:00am	12:00pm	—	6	HS	Cleaner
6/25/26	7:00am	12:00pm	—	5	HS	Cleaner
6/26/26	7:00am	12:00pm	—	5	HS	Cleaner
			Week 1 Total	29	HS	Cleaner
6/28/26	7:00am	12:00pm	—	5	HS	Cleaner
6/30/26	7:00am	12:00pm	—	5	HS	Cleaner
7/01/26	7:00am	12:00pm	—	5	HS	Cleaner
7/02/26	7:00am	12:00pm	—	5	HS	Cleaner
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Approved for Pay

Date: 6/22/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7	12	✓	5	MS	summer cleaner
6/23	7	12	✓	5	MS	cleaner
6/24	7	12	-	5	MS	cleaner
6/25	7	12	-	5	MS	cleaner
6/26	7	12	-	5	MS	cleaner
			Week 1 Total	25 hrs		
6/29	7	12	-	5	MS	cleaner
6/30	7	12	-	5	MS	cleaner
7/1	7	12	-	5	MS	cleaner
7/2	7	12	-	5	MS	cleaner
			Week 2 Total	20 hrs		
TOTAL HOURS				45		

Print Employee Name _____

Employee Signature _____

Approved for Payroll _____

Date: 6/23/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7	12	0	5	EC	Cleaning
6/23	7	12	0	5	EC	Cleaning
6/24	7	2	0 2	5	EC	Cleaning
6/25	7	2	0 2	5	EC	Cleaning
6/26	7	2	0 2	5	EC	Cleaning
6/29	7	12	0	5	EC	Cleaning
7/1/26	7	12	0	5	EC	Cleaning
			Week 1 Total	5		
			Week 2 Total			
TOTAL HOURS				35		

Print Employee

Employee Sign

Approved for P

Date: 06/30/2026

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/11	10:00 Am	2:00 Pm		4		training
6/22	7:00 Am	12:00 Pm		5	hs	cleaner
6/23	7:00 Am	1:00 Pm		6	MS	cleaner
6/24	7:00 Am	9:00 Am		2	ms	Cleaner
6/25	7:00 Am	9:00 Am		1 hr 50 mins	MS	Cleaner
6/26	7:00 Am	12:00 Pm		5	MS	cleaner
			Week 1 Total	24 hrs 50 mins		
6/29/	7:00 Am	12:00 Pm		5	MS	Cleaner
7/1	7:00 Am	12:00 Pm		5	MS	Cleaner
7/2	7:00 Am	12:00 Pm		5	MS	Cleaner
			Week 2 Total	15		
TOTAL HOURS				28 hrs 50 mins	39	

Print Employee

Employee Sign

Approved for P

Date:

7-2-26

Date:

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7:00	12:00		5	BG	maintenance
6/23	7:00	12:00	12	7	BG	maintenance
6/24	7:00	11:00		4	BG	maintenance
6/25	7:00	11:00		4	BG	maintenance
6/26	7:00	12:00		5	BG	maintenance
			Week 1 Total	25		
6/29	7:00	2:30	12	7.5	BG	maintenance
6/30	12:00	2:30		2.5	BG	maintenance
7/1	7:00	2:30	12	2.5	BG	maintenance
7/2	7:00	12:30		5.5	BG	maintenance
			Week 2 Total	23		
TOTAL HOURS				48		

Print Employee

Employee

Approved for

Date:

Date:

6/22/26

7/26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7am	12pm	X	5	LAEC	Cleaner
6/23	7am	12pm	X	5	LAEC	Cleaner
6/24	7am	12pm	X	5	LAEC	Cleaner
6/25	7am	12pm	X	5	LAEC	Cleaner
6/26	7am	12pm	X	5	LAEC	Cleaner
6/27						
			Week 1 Total	20 20		
6/29	7am	12pm	X	5	LAEC	Cleaner
6/30	7am	12pm	X	5	LAEC	Cleaner
7/1	7am	12pm	X	5	LAEC	Cleaner
7/2	7am	12pm	X	5	LAEC	Cleaner
			Week 2 Total	20		
TOTAL HOURS				40		

Print Employee

Employee Sign

Approved for Pa

Date: 7/2/26

Date: 7-2-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7:00	12:00		5	BG	Maintenance
6/23	7:00	2:00	12	7	BG	Maintenance
6/24	7:00	11:00		4	BG	Maintenance
6/25	7:00	11:00		4	BG	Maintenance
6/26	7:00	12:00		5	BG	Maintenance
			Week 1 Total	25		
6/29	7:00	2:30	12	7.5	BG	Maintenance
6/30	12:00	2:30		2.5	BG	Maintenance
7/1	7:00	2:30	12	7.5	BG	Maintenance
7/2	7:00	12:30		5.5	BG	Maintenance
			Week 2 Total	23		
TOTAL HOURS				48		

Print Employee

Employee Sig

Approved for Pa

Date:

Date:

7/2/26

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7am	12pm	—	5	HS	Summer cleaner
6/23/26	7am	12pm	—	5	HS	Summer cleaner
6/26/26	7am	12pm	—	5	HS	Summer Cleaner
			Week 1 Total	15		
6/29/26	7am	12pm	—	5	HS	Summer cleaner
6/30/26	7am	12pm	—	5	HS	Summer cleaner
7/1/26	7am	12pm	—	5	HS	SUMMER CLEANER
7/2/26	7am	12pm	—	5	HS	Summer cleaner
			Week 2 Total	20		
TOTAL HOURS				35		

Print En

Emplo

Approve

Date:

Date:

7/2/26

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00		5	MS	summer cleaning
6/23/26	7:00	12:00		5	MS	summer cleaner
6/24/26	7:00	12:00		5	MS	summer cleaner
6/25/26	7:00	12:00		5	MS	summer cleaner
6/26/26	7:00	12:00		5	MS	summer cleaner
			Week 1 Total	25		
6/29/26	7:00	12:00		5	MS	summer cleaner
6/30/26	7:00	12:00		5	MS	summer cleaner
7/1/26	7:00	12:00		5	MS	summer cleaner
7/2/26	7:00	12:00		5	MS	summer cleaner
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date: 7/2/26

Date: _____

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7	12		5	EC	Cleaner
6/23/26	7	12		5	EC	cleaner
6/24/26	7	12		5	ec	cleaner
6/25/26	7	12		5	ec	Cleaner
6/26/26	7	12		5	ec	Cleaner
			Week 1 Total	25		
6/29/26	7	12		5	ec	cleaner
6/30/26	7	12		5	ec	cleaner
7/1/26	7	12		5	ec	cleaner
7/2/26	7	12		5	ec	cleaner
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee

Employee Sig

Approved for Pa

Date: 7/2/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22-26	7 AM	12 PM		5	MS	Cleaner
6-23-26	7 AM	1 PM		6	MS	Cleaner
6-24-26	7 AM	12 PM		5	MS	Cleaner
6-25-26	7 AM	11 PM		4	MS	Cleaner
6-26-26	7 AM	12 PM		5	MS	Cleaner
			Week 1 Total	25		
6-29-26	7 AM	12 PM		5	MS	Cleaner
6-30-26	7 AM	12 PM		5	MS	Cleaner
7-1-26	7 AM	12 PM		5	MS	Cleaner
7-2-26	7 AM	12 PM		5	MS	Cleaner
			Week 2 Total	20		
TOTAL HOURS				50 45		

Print Employee Name

Employee Signature

Approved for Payroll

Date:

Date:

7-2-26

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7	12		5	EC	
6/23	7	12		5	EC	
6/24	7	12		5	EC	
6/25	7	12		5	EC	
6/26	7	12		5	EC	
			Week 1 Total	25		
6/29	7	12		5	EC	
6/30	7	12		5	EC	
7/1	7	12		5	EC	
7/2	7	12		5	EC	
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7/2

Date:

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:10	12:00		5	hs	Cleaning
6/23/26	7:00	12:00		5	hs	Cleaning
6/24/26	7:00 12:00	9:15 2:30		4.45	hs	Clean up
6/25/26	7:00 11:30	9:00 2:00		5.5	hs	Cleaning
6/26/26	7:00 11:00	9:00 2:00		5	hs	Cleaning
6/27/26						
			Week 1 Total	25.25		
6/29/26	7:00 10:15	9:00 1:15		5	hs	Cleaning
6/30/26	12:00	2:30		2.30	hs	Cleaning
7/1/26	7:00	2:30		2.5	hs	Cleaning
7/2/26	7:00 11:00	9:00 2:00		5	hs	Cleaning
			Week 2 Total	20.5		
TOTAL HOURS				45.75	45.25	

Print Employee

Employee Sig

Approved for P

Date:

Date:

6/22/26

7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00		5	B6	summer utility worker
6/23/26	7:00	12:00		5	B6	summer utility worker
6/24/26	7:00	12:00		4	B6	summer utility worker
6/25/26	7:00	2:00		4	B6	summer utility worker
6/26/26	7:00	2:00		5	B6	summer utility worker
			Week 1 Total	23		
6/29/26	7:00	2:00		7	B6	summer utility worker
6/30/26	12:00	2:00		2	B6	summer utility worker
7/1/26	7:00	2:00		7	B6	summer utility worker
7/2/26	7:00	12:00		3	B6	summer utility worker
			Week 2 Total	19		
TOTAL HOURS				42		

Print Employee

Employee Sig

Approved for Pa

Date: 6/2/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
June 22	7:00AM	12:00PM	—	5	EL	cleaner
June 23	7:00AM	12:00PM	—	5		
June 25	7:00AM	12:00PM	—	5		
June 26	7:00AM	12:00PM	—	5		
June 26	7:00AM	12:00PM				
			Week 1 Total	20		
June 29	7:00AM	12:00PM	—	5		
June 30	↓	↓	—	5		
July 1	↓	↓	—	5		
July 2	↓	↓	—	5		
			Week 2 Total	20		
TOTAL HOURS				40		

Print Employee

Employee Sig

Approved for Pa

Date:

07/01/26

Date:

7-7-24

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22	7:00AM	12:00PM		5	BG	Grounds
6/23	7:00AM	12:00PM		5	BG	Grounds
6/24	7:00AM	12:00PM		5	BG	Grounds
6/25	7:00AM	12:00PM		5	BG	Grounds
6/26	7:00AM	12:00PM		5	BG	Grounds
			Week 1 Total	25		
6/29	7:00AM	2:30PM	1/2 hour	7	BG	Grounds
6/30	7:00AM	2:30PM	1/2 hour	7	BG	Grounds
7/1	7:00AM	1:30PM	1/2 hour	6	BG	Grounds
7/2	7:00AM	12:00PM		5	BG	Grounds
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee Name

Employee Signature

Approved for Payroll

Date: 7/2/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/29/26	7:00	12:00		5hr	MS	Summer worker
6/30/26	7:00	12:00		5hr	MS	Summer worker
7/1/26	7:00	12:00		5hr	MS	Summer worker
7/2/26	7:00	12:00		5hr	MS	Summer worker
			Week 1 Total	20hr		
			Week 2 Total			
TOTAL HOURS				20hr		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date: 7/2/26

Date:

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6-22-26	7 am	12 pm	-	5	HS	cleaner
6-23-26	7 am	12 pm	-	5	HS	cleaner
6-24-26	8 am	12 pm	-	4	HS	cleaner
6-25-26	7 am	12 pm	-	5	HS	cleaner
6-26-26	7 am	12 pm	-	5	HS	cleaner
					HS	cleaner
			Week 1 Total			
6-29-26	7 am	12 pm	-	5	HS	cleaner
7-1-26	7 am	12 pm	-	5	HS	cleaner
			Week 2 Total			
TOTAL HOURS				34		

Print Employee

Employee Sig

Approved for Pa

Date: 6/22/26

Date: 7-7-26

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

This report is to be completed by employee and submitted by immediate supervisor to the Business Office for each two-week pay period.
Reports submitted the Monday following each pay day will be paid the following payday.

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
6/22/26	7:00	12:00	—	5	HS	Summer Worker
6/23/26	7:00	12:00	—	5	HS	Summer Worker
6/24/26	7:00	12:00	—	5	HS	Summer Worker
6/25/26	7:00	12:00	—	5	HS	Summer Worker
6/26/26	7:00	12:00	—	5	HS	Summer Worker
			Week 1 Total → 25			
6/29/26	7:00	12:00		5	HS	Summer Worker
6/30/26	7:00	12:00	—	5	HS	Summer Worker
7/1/26	7:00	12:00	—	5	HS	Summer Worker
7/2/26	7:00	12:00	—	5	HS	Summer Worker
			Week 2 Total			
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Approved for Pay

Date: 6/26/26

Date: 7-7-26