

Voya BLD		0010 Cleaners		Week 1		Week 2		Pay of: 9/11/2026		
Emp #	Last	First	Hours	Hours	Total	Rate				
HS	1681		24.50	16.00	40.50	13.71	\$555.26			
EC	2011			22.50	22.50	13.50	\$303.75			
EC	110		23.50	21.50	45.00	17.05	\$767.25			
EC	499		24.50	27.50	52.00	17.05	\$886.60			
HS	1909		24.50	22.50	47.00	13.71	\$644.37			
EC	1567		23.00	22.50	45.50	13.71	\$623.81			
	1990				0.00	13.50	\$0.00			
EC	1751		23.00	22.50	45.50	13.71	\$623.81			
EC	1939		22.50	22.50	45.00	13.71	\$616.95			
HS	1815		24.00	28.50	52.50	13.71	\$719.78			
EC	434		23.00	22.50	45.50	17.05	\$775.78			
HS	1571		24.00	22.50	46.50	13.71	\$637.52			
EC	1902		24.00	17.72	41.72	13.71	\$571.98			
MS	1669		22.50	22.50	45.00	13.71	\$616.95			
			283.00	291.22	574.22		\$8343.78			
								\$574.22		
								\$8,343.78		

14

11

summer

14
11 summer

First day 5/5/26
Last pay 9/11/26

		Week 1		Week 2					
Emp #		Hours	Hours	Total	Rate				
ADMIN	1916	19.50		19.50	12.52			\$244.14	
ADMIN	1988			0.00	12.52			\$0.00	
ADMIN	1986	23.50		23.50	12.52			\$294.22	
ADMIN	1997			0.00	12.52			\$0.00	
ADMIN	1991	17.50		17.50	12.52			\$219.10	
ADMIN	1917	25.00		25.00	12.52			\$313.00	
ADMIN	1995			0.00	12.52			\$0.00	
ADMIN	1918	25.00		25.00	12.52			\$313.00	
ADMIN	1998			0.00	12.52			\$0.00	
ADMIN	1985	10.00		10.00	12.52			\$125.20	
ADMIN	1996			0.00	12.52			\$0.00	
ADMIN	1990	14.00		14.00	12.52			\$175.28	
ADMIN	1992			0.00	12.52			\$0.00	
ADMIN	1993	19.50		19.50	12.52			\$244.14	
ADMIN	1994	24.50		24.50	12.52			\$306.74	
ADMIN	1921			0.00	12.52			\$0.00	
ADMIN	1922	25.00		25.00	12.52			\$313.00	
ADMIN	1923	15.00		15.00	12.52			\$187.80	
ADMIN	1987			0.00	12.52			\$0.00	
ADMIN	1989			0.00	12.52			\$0.00	
		218.50	0.00	218.50				\$2,735.62	
						\$11,079.40			

792.72

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				
8-17	7:00	11:30	4.5	HS		C/ENGNEER
8-18	7:00	1:30	6.5	HS		
8-19	7:00	11:30	4.5	HS		
8-20	7:00	11:30	4.5	HS		
8-21	7:00	11:30	4.5	HS		
			Week 1 Total	24.5		
8-24	7:30	7:00	4.5	HS		
8-25	7:30	5:00	2.5	HS		
8-26	7:30	7:00	4.5	HS		
8-27	7:30	7:00	4.5	HS		
8-28	7:30	7:00	4.5	HS		
			Week 2 Total	~~26.5~~ 16.0		
TOTAL HOURS				~~44.5~~ 40.5		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

8-17-26

8-24-26

~~8-28-26~~

8-31-26

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				
			Week 1 Total			
8/24/26	3:30	8:00		4.5	EC	cleaner
8/25	330	8:00		4.5	EC	cleaner
8/26	330	800		4.5	EC	cleaner
8/27	330	8:00		4.5	EC	cleaner
8/28	330	8:00		4.5	EC	cleaner
			Week 2 Total			
TOTAL HOURS				22.5		

Print Employee

Employee S

Certification

Approved for

Date: 8-28-2026

Date: _____

Date: 8-31-26

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				
8.17	7:00	11:30		4.5	EC	Cleaner
8.18	7:00	11:00	12:00-1:30	5.5		
8.19	7:00	11:30		4.5		
8.20	7:00	11:30		4.5		
8.21	7:00	11:30		4.5		
			Week 1 Total	23.5		
8.24	3:30	8:00		4.5		
8.25	3:30	8:00		4.5		
8.26	3:30	8:00		4.5		
8.27	3:30	7:00		3.5		
8.28	3:30	8:00		4.5		
			Week 2 Total	21.5		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date:

Date:

Date:

8.21-26

8.31-26

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				
8/17/26	6:00	10:30		4.5	Adm	Cleaner
8/18	6:00	1:30	1 hr.	6.5		
8/19	6:00	10:30		4.5		
8/20	6:00	10:30		4.5		
8/21	6:00	10:30		4.5		
			Week 1 Total	24.5		
8/24	6:00 3:30	8:30 8:00		7	Adm Cc.	
8/25	6:00 3:30	8:30 8:00		7	Adm Cc.	
8/26	6:00	10:30		4.5	Adm.	
8/27	6:00	10:30		4.5		
8/28	6:00	10:30		4.5		
			Week 2 Total	27.5		
TOTAL HOURS				52		

Print Employee

Employee

Certification

Approved for

Date: Aug. 28, 2026

Date: _____

Date: 8.31.26

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				
8/17/26	7:00	11:30	—	4.5	H.S	Cleaner
8/18/26	7:00	1:30	—	6.5	H.S	Cleaner
8/19/26	7:00	11:30	—	4.5	H.S	Cleaner
8/20/26	7:00	11:30	—	4.5	H.S	Cleaner
8/21/26	7:00	11:30	—	4.5	H.S	Cleaner
			Week 1 Total	24.5		
8/24/26	2:30	7:00	—	4.5	H.S	Cleaner
8/25/26	2:30	7:00	—	4.5	H.S	Cleaner
8/26/26	2:30	7:00	—	4.5	H.S	Cleaner
8/27/26	2:30	7:00	—	4.5	H.S	Cleaner
8/28/26	2:30	7:00	—	4.5	H.S	Cleaner
			Week 2 Total	22.5		
TOTAL HOURS				47		

Print Employee

Employee Sign

Certification of

Approved for P

Date:

Date:

Date:

8/18/26

8-31-26

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				
8/17	7:00	11:30		4 1/2	Elem	Cleaner
18	7:00 12:30	11:00 1:30		4 1		
19	7:00	11:30		4 1/2		
20	7:00	11:30		4 1/2		
21	7:00	11:30		4 1/2		
			Week 1 Total	23		
24	3:30	8:00		4 1/2		
25	3:30	8:00		4 1/2		
26	3:30	8:00		4 1/2		
27	3:30	8:00		4 1/2		
28	~~3:30~~ 8:00	8:00		4 1/2		
			Week 2 Total	22 1/2		
TOTAL HOURS				45 1/2		

Print Employee Name

Employee Signature

Certification of Supervisor

Approved for Payroll

Date:

Date:

Date:

8/28/2026

8-31-26

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				
8-17	7:00	11:30		4 1/2	EC	Cleaner
8-18	7:00	1:30	1 hr	5		meeting
8-19	7:00	11:30		4 1/2		
8-20	7:00	11:30		4 1/2		
8-21	7:00	11:30		4 1/2		
			Week 1 Total	23		
8-24	7:00	11:30		4 1/2		
8-25	7:00	11:30		4 1/2		
8-26	7:00	11:30		4 1/2		
8-27	7:00	11:30		4 1/2		
8-28	7:00	11:30		4 1/2		
			Week 2 Total	22 1/2		
TOTAL HOURS				45 1/2		

Print Employee

Employee Sig

Certification of

Approved for Pa

Date:

Date:

Date:

8/28/26

8.31.26

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				
8-17-26	7:00	11:30		4 1/2	M.S.	cleaner
8-18-26	7:00	11:30		4 1/2	M.S.	cleaner
8-19-26	7:00	11:30		4 1/2	M.S.	cleaner
8-20-26	7:00	11:30		4 1/2	M.S.	cleaner
8-21-26	7:00	11:30		4 1/2	M.S.	cleaner
			Week 1 Total	22 1/2		
8-24-26	2:30	7:00		4 1/2	M.S.	cleaner
8-25-26	2:30	7:00		4 1/2	M.S.	cleaner
8-26-26	2:30	7:00		4 1/2	M.S.	cleaner
8-27-26	2:30	7:00		4 1/2	M.S.	cleaner
8-28-26	2:30	7:00		4 1/2	M.S.	cleaner
			Week 2 Total	22 1/2		
TOTAL HOURS				45 1/2		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: Aug. 28, 2026

Date:

Date: 8.31.26

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				
8/17/26	7:00	11:30		4.5	H.S.	Cleaner
8/18/26	7:30	11:30	11 - 12	6	H.S.	Cleaner
8/19/26	7:00	11:30		4.5	H.S.	Cleaner
8/20/26	7:00	11:30		4.5	H.S.	Cleaner
8/21/26	7:00	11:30		4.5	H.S.	Cleaner
			Week 1 Total	24		
8/24/26	6:00	12:30		6.5	H.S.	Cleaner
8/25/26	6:00	12:30		6.5	H.S.	Cleaner
8/26/26	6:00	12:30		6.5	H.S.	Cleaner
8/27/26	6:00	8:30		2.5	H.S.	Cleaner
8/28/26	6:00	12:30		6.5	H.S.	Cleaner
			Week 2 Total	28.0		
TOTAL HOURS				52.50		

Print Emplo

Employee

Certificatio

Approved fo

Date: 8/1/26

Date:

Date: 8-31-26

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				
8-17	7:00	11:30		4 1/2	EC	Cleaner
8-18	7:00	1:30	1	5		meeting
8-19	7:00	11:30		4 1/2		
8-20	7:00	11:30		4 1/2		
8-21	7:00	11:30		4 1/2		
			Week 1 Total	23		
8-24	3:30	8:00		4 1/2		
8-25	3:30	8:00		4 1/2		
8-26	3:30	8:00		4 1/2		
8-27	3:30	8:00		4 1/2		
8-28	3:30	8:00		4 1/2		
			Week 2 Total	22 1/2		
TOTAL HOURS				45 1/2		

Print Employee

Employee Sig

Certification of

Approved for Pa

Date: 8-28-26

Date: _____

Date: 8-31-26

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				
8-17	10:00	2:30		4 1/2	HS	Cleaner
8-18	7:30	1:30		6	HS	Cleaner
8-19	10:00	2:30		4 1/2	HS	Cleaner
8-20	10:00	2:30		4 1/2	HS	Cleaner
8-21	10:00	2:30		4 1/2	HS	Cleaner
			Week 1 Total	24		
8-24	2:30	7:00		4 1/2	HS	Cleaner
8-25	2:30	7:00		4 1/2	HS	Cleaner
8-26	2:30	7:00		4 1/2	HS	Cleaner
8-27	2:30	7:00		4 1/2	HS	Cleaner
8-28	2:30	7:00		4 1/2	HS	Cleaner
			Week 2 Total	22 1/2		
TOTAL HOURS				46 1/2		

Print Employee

Employee Si

Certification o

Approved for P

8-31-24

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				
8/17/26	7:00	11:30		4hrs 30mins	EC	Cleaner
8/18/26	7:30	1:30		6hrs	EC/HS	Cleaner/Training
8/19/26	7:00	11:30		4hrs 30mins	EC	Cleaner
8/20/26	7:00	11:30		4hrs 30mins	EC	Cleaner
8/21/26	7:00	11:30		4hrs 30mins	EC	Cleaner
			Week 1 Total	24 hrs		
8/24/26	3:30	8:00		4hrs 30mins	EC	Cleaner
8/26/26	3:30	8:00		4hrs 30mins	↓	↓
8/29/26	3:47	8:00		4hrs 13mins	H.22	
8/28/26	3:30	8:00		4hrs 30mins		
			Week 2 Total	17hrs 13mins		
TOTAL HOURS				41hrs 13mins	H.1.72	

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date:

8/28/26

Date:

Date:

8-31-26

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				
8-17-26	6:00	10:30		4 1/2	LAMS	Cleaner
8-18-26	6:00	10:30		4 1/2		
8-19-26	6:00	10:30		4 1/2		
8-20-26	6:00	10:30		4 1/2		
8-21-26	6:00	10:30		4 1/2		
			Week 1 Total	22 1/2		
8-24-26	5:30	10:00		4 1/2	✓	✓
8-25-26	5:30	10:00		4 1/2		
8-26-26	5:30	10:00		4 1/2		
8-27-26	5:30	10:00		4 1/2		
8-28-26	5:30	10:00		4 1/2		
			Week 2 Total	22 1/2		
TOTAL HOURS				45		

Print Employee

Employee Sign

Certification of

Approved for P

Date: 8-28-26

Date:

Date: 8-31-26

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				
8-17-26	7am	12pm		5		
8-19-26	7am	12pm		5		
8-20-26	9am	1:30pm		4.5		
8-21-26	7am	12pm		5		
			Week 1 Total	19.5		
			Week 2 Total			
TOTAL HOURS				19.5		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date:

Date:

Date:

8/21/26

8-31-26

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				
8/17/26	7am	1pm	-	6	MS	Summer cleaner
8/18/26	VACATION		-	-	MS	-
8/19/26	7am	~~12:30~~ ¹ pm	-	~~5~~ 6	MS	Summer cleaner
8/20/26	7am	12:30pm	-	5 1/2	MS	Summer cleaner
8/21/26	7am	1pm	-	6	MS	Summer cleaner
			Week 1 Total	23 1/2 hrs		
			Week 2 Total			
TOTAL HOURS				23 1/2 hrs		

Print Employee Name _____

Employee Signature _____

Approved for Payroll _____

Date: 8/17/26

Date: 8.31.26

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				
8-17	7	12		5	MS	Cleaner
8-19	7	12		5	MS	Cleaner
8-20	7	12		5	MS	Cleaner
8-21	7	9:30		2.5	MS	Cleaner
8-22						
			Week 1 Total	17.5		
				0		
				0		
				0		
				0		
				0		
				0		
			Week 2 Total			
TOTAL HOURS				17.5		

Print Employee

Employee Sign

Certification of

Approved for Pa

Date:

Date:

Date:

8-21-26

8-31-26

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				
8/17	7:00	1:00	12	6	B6	grounds
8/19	7:00	1:00	12	6	B6	grounds
8/20	7:00	3:00	12	8	B6	grounds
8/21	7:00	12:00		5	B6	grounds
			Week 1 Total	25		
			Week 2 Total			
TOTAL HOURS				25		

Print Employee

Employee S

Approved for P

Date:

8/21/26

Date:

9-1-26

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				
8/17	7:00	12:00		5	Admin	Maintenance
8/19	7:00	1:00	12	6	Admin	Maintenance
8/20	7:00	3:00	12	8	Admin	Maintenance
8/21	7:00	1:00	12	6	Admin	Maintenance
			Week 1 Total	25		
			Week 2 Total			
TOTAL HOURS						

Print Employee

Employee S

Approved for P

Date: 08/21/26

Date: 9-1-26

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				
8/19/20	7:00	12:00		5	MS	summer cleaner
8/20/20	7:00	12:00		5	MS	summer cleaner
			Week 1 Total	10		
			Week 2 Total			
TOTAL HOURS				10		

Print Employee N

Employee Signature _____

Date: 8/20/76

Date: _____

Certification of H

Approved for Payroll

Date: 8-31-26

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				
8-17-26	7 AM	12 PM		5	MS	Cleaner
8-19-26	7 AM	12 PM		5	MS	Cleaner
8-20-26	9:30 AM	1:30 PM		4	MS	Cleaner
8-21				0		
			Week 1 Total	14		
			Week 2 Total	0		
			TOTAL HOURS	14		

Print Employee

Employee

Certification

Approved for

Date:

Date:

Date:

8-21-26

8-31-26

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				
8/17/26	7:00	12:00		5	W	Cleaner
8/18/26				0		
8/19/26	7:00	12:00		5	W	Cleaner
8/20/26	7:00	~~12:00~~ 11:30		4 1/2	W	Cleaner
8/21/26	7:00-10:00	12:00-2:00		5	W	Cleaner
			Week 1 Total	19.5		
8/24/26				0		
8/25/26				0		
8/26/26				0		
8/27/26				0		
8/28/26				0		
				0		
			Week 2 Total	0		
TOTAL HOURS				19.5	19.50	

Print Emp

Employee

Certificat

Approved

Date:

Date:

Date:

8/20/26

8-31-26

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh, Pennsylvania

DATE	TIME		TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
	FROM	TO				
8/17/26	7:00	1:00		6	B6	Summer utility worker
8/19/26	7:00	1:00		6	B6	Summer utility worker
8/20/26	7:00	2:00		7	B6	Summer utility worker
8/21/26	7:00	3:30		5 1/2	B6	Summer utility worker
			Week 1 Total			
			Week 2 Total			
TOTAL HOURS				64 1/2		

Date: 9-1-26

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				
8/17	7:00AM	3:30PM	1/2 hr	8	B6	Grounds
8/18						
8/19	7:00AM	2:30PM	1/2 hr	7	B6	Grounds
8/20	7:00AM	12:00PM		5	B6	Grounds
8/21	7:00AM	12:00PM		5	B6	Grounds
			Week 1 Total	25		
			Week 2 Total			
TOTAL HOURS				25		

Print Employee

Employee S

Approved for P

Date:

8/21/26

Date:

9-1-26

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				
8/17	7	12		5	MS	summer utility
8/19	7	12		5	MS	summer cleaner
8/20	7	12		5	MS	summer cleaner
8/21						
			Week 1 Total	15		
			Week 2 Total			
TOTAL HOURS				15		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

8/21/20

8-31-20