

	Emp #	Last	First	Hours	Hours	Total	Rate	
	HS	1681		18.00	18.50	36.50	13.71	\$500.42
	EC	2011		18.00	18.00	36.00	13.50	\$486.00
	EC	110		18.00	18.00	36.00	17.05	\$613.80
	EC	499		18.00	28.00	46.00	17.05	\$784.30
TG	HS	1909		18.00	0.00	18.00	13.71	\$246.78
	EC	1567		18.00	18.00	36.00	13.71	\$493.56
		1990			4.50	4.50	13.50	\$60.75
TG	EC	1751		18.00	18.00	36.00	13.71	\$493.56
TG	EC	1939		18.00	18.00	36.00	13.71	\$493.56
TG	HS	1815		11.00	25.00	36.00	13.71	\$493.56
	EC	434		18.00	18.00	36.00	17.05	\$613.80
	HS	1571		18.00	18.00	36.00	13.71	\$493.56
TG	EC	1902		17.25	18.00	35.25	13.71	\$483.28
	MS	1669		18.00	24.00	42.00	13.71	\$575.82
				226.25	244.00	470.25		6832.74

last day 9/1/2026

14
11
summer

470.25

\$6,832.74

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				
8-31	OFF				HS	Cleaner
9-1	2:30	7:00		4.5		
9-2	2:30	7:00		4.5		
9-3	2:30	7:00		4.5		
9-4	2:30	7:00		4.5		
			Week 1 Total	18		
9-7	OFF					
9-8	2:30	7:30		5		
9-9	2:30	7:00		4.5		
9-10	2:30	7:00		4.5		
9-11	2:30	7:00		4.5		
			Week 2 Total	18.5	✓	✓
TOTAL HOURS				36.5		

Print Employee Name

Employee Signature

Certification of

Approved for Pay

Date:

Date:

Date:

8-31

9-7

9-14-26

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				
8-31	330	800		4 1/2	E.C.	Cleaner
9-1	330	800		4 1/2	E.C.	Cleaner
9-2	330	800		4 1/2	E.C.	Cleaner
9-3	330	800		4 1/2	E.C.	Cleaner
9-4				~~4 1/2~~		
			Week 1 Total	18		
9-7						
9-8	330	800		4 1/2	E.C.	Cleaner
9-9	330	800		4 1/2	E.C.	Cleaner
9-10	330	800		4 1/2	E.C.	Cleaner
9-11	330	800		4 1/2	E.C.	Cleaner
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee

Employee Sig

Certification of

Approved for Pa

Date:

Date:

Date:

9-11-2026

9-14-28

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				
8.31	3:30	8:00		4.5	EC	Cleaner
9.1	3:30	8:00		4.5		
9.2	3:30	8:00		4.5		
9.3	3:30	8:00		4.5		
9.4	—	—		—		
			Week 1 Total	18		
9.7	~~3:30~~	—		—		
9.8	3:30	8:00		4.5		
9.9	3:30	8:00		4.5		
9.10	3:30	8:00		4.5		
9.11	3:30	8:00		4.5		
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee

Employee Sig

Certification of

Approved for Pa

Date: 9-11-26

Date:

Date: 9-14-26

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				
8/31/26	6:00	10:30		4.5	Adm	Cleaner
9/1	6:00	10:30		4.5		
9/2	6:00	10:30		4.5		
9/3	6:00	10:30		4.5		
			Week 1 Total	18		
9/8	6:00 230	8:30 7:00		7	Adm Mid. School	Cleaner
9/9	6:00 230	8:30 7:00		7		
9/10	6:00 230	8:30 7:00		7		
9/11	6:00 230	8:30 7:00		7		
			Week 2 Total	28		
TOTAL HOURS				46		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 9/14/26

Date:

Date: 9-14-26

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				
8-31-16	2:30	7:00	—	4.5	H.S	Cleaner
9-1	2:30	7:00	—	4.5	H.S	Cleaner
9-2	2:30	7:00	—	4.5	H.S	Cleaner
9-3	2:30	7:00	—	4.5	H.S	Cleaner
9-4	~~No School~~			~~4.5~~		
			Week 1 Total	18		
9-7-16	~~No School~~					
9-8						
9-9	Vacation					
9-10						
9-11						
			Week 2 Total	—		
TOTAL HOURS				18		

Print Employee

Employee Sign

Certification of

Approved for Payment: _____

Date: 9-3-16

Date: _____

Date: _____

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				
8/31	3:30	8:00		4 1/2	Elem	Cleaner
9/1	3:30	8:00		4 1/2		
2	3:30	8:00		4 1/2		
3	3:30	8:00		4 1/2		
4	Closed					
			Week 1 Total	18		
9/7	Closed					
8	3:30	8:00		4 1/2		
9	3:30	8:00		4 1/2		
10	3:30	8:00		4 1/2		
11	3:30	8:00		4 1/2		
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee

Employee

Certification

Approved for

Date:

Date:

Date:

9/11/2026

9-14-26

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				
8/31	2:30	7:00		4 1/2	HS	Cleaner
			Week 1 Total			
			Week 2 Total			
TOTAL HOURS						

Print Employee

Employee Sign

Certification of

Approved for P

Date: _____

Date: _____

Date: 9-14-26

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				
8-31	3:30	8:00		4 1/2	EC	Cleaner
9-1	3:38	8:00		4 1/2		
9-2	3:30	8:00		4 1/2		
9-3	3:30	8:00		4 1/2		
9-4	Holiday			—		
			Week 1 Total	18		
9-7	Holiday			—		
9-8	3:30	8:00		4 1/2		
9-9	3:38	8:00		4 1/2		
9-10	3:30	8:00		4 1/2		
9-11	3:30	8:00		4 1/2		
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee

Employee Sign

Certification of

Approved for Pay

Date: 9-11-26

Date:

Date: 9-14-26

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				
8-31-26	2:30	7:00		4½	M.S.	cleaner
9-1-26	2:30	7:00		4½	M.S.	cleaner
9-2-26	2:30	7:00		4½	M.S.	cleaner
9-3-26	2:30	7:00		4½	M.S.	cleaner
			Week 1 Total	~~22~~	18	
9-8-26	2:30	7:00		4½	M.S.	cleaner
9-9-26	2:30	7:00		4½	M.S.	cleaner
9-10-26	2:30	7:00		4½	M.S.	cleaner
9-11-26	2:30	7:00		4½	M.S.	cleaner
			Week 2 Total	~~22~~	18	
TOTAL HOURS				~~44~~	36	

Print Employee Name

Employee Signature

Certification of Supervisor

Approved for Payroll

Date: Sept. 11, 2026

Date: _____

Date: 9-14-26

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				
8/31/26	6:00	12:30		0	H.B.	Cleaner
9/1/26	6:00	12:30		0	H.B.	Cleaner
9/2/26	⁷ ~~6:00~~	12:30		5.5	H.B.	Cleaner
9/3/26	⁷ ~~6:00~~	12:30		5.5	H.B.	Cleaner
9/4/26	6:00	12:30		0	H.B.	Cleaner
			Week 1 Total	11		
9/7/26	6:00	12:30		0	H.B.	Cleaner
9/8/26	6:00	12:30		6.5	H.B.	Cleaner
9/9/26	6:00	12:30		6.5	H.B.	Cleaner
9/10/26	6:00	12:30		6.5	H.B.	Cleaner
9/11/26	^{7:00} ~~6:00~~	12:30		5.5	H.B.	Cleaner
			Week 2 Total	25		
TOTAL HOURS				36		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date: 9/11/26

Date:

Date:

9-14-26

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				
8-31	3:30	8:00		4 1/2	EC	Cleaner
9-1	3:30	8:00		4 1/2		
9-2	3:30	8:00		4 1/2		
9-3	3:30	8:00		4 1/2		
9-4	0	0		0		
			Week 1 Total	18		
9-7	0	0		0		
9-8	3:30	8:00		4 1/2		
9-9	3:30	8:00		4 1/2		
9-10	3:30	8:00		4 1/2		
9-11	3:30	8:00		4 1/2		
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

9-11-26

9-14-26

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				
8-31	2:30	7:00		4½	HS	Cleaner
9-1	2:30	7:00		4½	HS	Cleaner
9-2	2:30	7:00		4½	HS	Cleaner
9-3	2:30	7:00		4½	HS	
9-4	No	School		0		
			Week 1 Total	18		
9-7	No	School		0		
9-8	2:30	7:00		4½	HS	
9-9	2:30	7:00		4½	HS	
9-10	2:30	7:00		4½	HS	
9-11	2:30	7:00		4½	HS	
			Week 2 Total	18		
TOTAL HOURS				36		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: _____

Date: _____

Date: 9-14-26

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				
8/31/26	3:30	9:00		4hrs 30mins	EC	Cleaner
9/1/26	4:15	8:00		3hrs 45mins	↓	↓
9/2/26	3:30	8:00		4hrs 30mins		
9/3/26	3:30	8:00		4hrs 30mins		
			Week 1 Total	17hrs 15mins		
9/8/26	3:30	8:00		4hrs 30mins	EC	Cleaner
9/9/26	3:30	8:00		4hrs 30mins	↓	↓
9/10/26	3:30	8:00		4hrs 30mins		
9/11/26	3:30	8:00		4hrs 30mins		
			Week 2 Total	18 hrs		
TOTAL HOURS				35hrs 15mins		

Print Employee

Employee

Certification

Approved for

Date: 9/11/26

Date: _____

Date: 9-14-26

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				
8-31-26	5:30	10:00		4 1/2	hams	Cleaner
9-1-26	5:30	10:00		4 1/2		
9-2-26	5:30	10:00		4 1/2		
9-3-26	5:30	10:00		4 1/2		
9-4-26	NO	School		0		
			Week 1 Total	18		
9-7-26	NO	School		0		
9-8-26	5:30	10:00		4 1/2		
9-9-26	5:30	12:00		6 1/2		
9-10-26	5:30	12:00		6 1/2		
9-11-26	5:30	12:00		6 1/2		
			Week 2 Total	24		
TOTAL HOURS				42		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 9-11-26

Date:

Date: 9-14-26