LUNCH TIME AIDES

LTA Week 1 Week 2 **Pay of: 10/9/2026**

		Emp #	[redacted]	B	RATE	Week 1	Week 2	Total	
HS		1607		80	12.52	15.00	15.00	30.00	$375.60
HS	TE	440		20	12.52	16.00	13.00	29.00	$363.08
EC	TG	1692		20	12.52	20.00	16.00	36.00	$450.72
EC	TG	1613		20	12.52	20.00	16.00	36.00	$450.72
MS	TG	1863		50	12.52	15.00	12.00	27.00	$338.04
HS		1945		80	12.52	19.00	15.00	34.00	$425.68
MS	TG	1859		50	12.52	12.00	12.00	24.00	$300.48
								216.00	**$2,704.32**

3 No PSERS

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 FROM	TIME TO	TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
9-14-2026	0940	1240		3	H.S.	lunch aide/Hall Monitor
9-15	0930	1230		3		
9-16	0930	1230		3		
9-17	0930	1230		3		
9-18	0930	1230		3		
			Week 1 Total	15		
9-22	0930	1230		3		
9-23	0930	1230		3		
9-24	0930	1230		3		
9-25	0930	1230		3		
9-22-2024 Vector Mandatory Training				3		
			Week 2 Total	15		
			TOTAL HOURS	30		

Print Employee [redacted]

Employee Sig[redacted] Date: Sept 15, 2024

Certification of [redacted] Date: 9-25-24

Approved for Pa[redacted] Date: _____

Superintendent or Business Administrator

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				
9-14	815	1215		4	HS	Lunch Aide
9-15	1045	145		3		
9-16	1045	145		3		
9-17	1045	145		3		
9-18	1045	145		3		
			Week 1 Total	16		
9-22	1045	145		3		
9-23	815	1215		4		
9-24	1045	145		3		
9-25	1045	145		3		
			Week 2 Total	13		
			TOTAL HOURS	29		

Print Employee [redacted]

Employee Sign [redacted] Date: 9-25-26

Certification of [redacted] Date: 9-25-26

Approved for Pay [redacted] 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				
9/14/26	10:00	2:00		4	LEC	Lunch Aide
9/15/26	10:00	2:00		4	"	"
9/16/26	10:00	2:00		4	"	"
9/17/26	10:00	2:00		4	"	"
9/18/26	10:00	2:00		4	"	"
			Week 1 Total	20		
9/21/26	off					
9/22/26	10:00	2:00		4	"	"
9/23/26	10:00	2:00		4	"	"
9/24/26	10:00	2:00		4	"	"
9/25/26	10:00	2:00		4	"	"
			Week 2 Total	16		
			TOTAL HOURS	36		

Print Employee Na[redacted]

Employee Signat[redacted] Date: 9/25/2026

Approved for Paym[redacted] Date: 9/25/26

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				
9-14-26	10:00	2:00		4	LEC	Lunch Aide
9-15-26	10:00	2:00		4		
9-16-26	10:00	2:00		4		
9-17-26	10:00	2:00		4		
9-18-26	10:00	2:00		4		
			Week 1 Total	20		
9-21-26	—	—	—	—		
9-22-26	10:00	2:00		4		
9-23-26	10:00	2:00		4		
9-24-26	10:00	2:00		4		
9-25-26	10:00	2:00		4		
			Week 2 Total	16		
			TOTAL HOURS	36		

Print Employee [redacted]

Employee Sign [redacted] Date: 9-25-2026

Certification of [redacted] Date: 9/25/26

Approved for Pay [redacted] Date:

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

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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				
9/14	10:30	1:30		3	MS	lunch
9/15	10:30	1:30		3	MS	lunch
9/16	10:30	1:30		3	MS	lunch
9/17	10:30	1:30		3	MS	lunch
9/18	10:30	1:30		3	MS	lunch
				(15)		
9/22	10:30	1:30		3	MS	lunch
9/23	10:30	1:30		3	MS	lunch
9/24	10:30	1:30		3	MS	lunch
9/25	10:30	1:30		3	MS	lunch
				(12)		
			TOTAL HOURS	27		

Print Employee N[redacted]

Employee Signa[redacted] Date: 9/25/26

Certification of H[redacted] Date: 9/28/26

Approved for Payment: _____ Date: _____
Superintendent or Business Administrator

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 FROM	TIME TO	TIME OUT FOR LUNCH	NUMBER OF HOURS	BUILDING	POSITION
9/14/26	10:45	1:45	—	3	HS	Lunch Aide/Hall Monitor
9/15/26	8:15	12:15		4		
9/16/26	8:15	12:15		4		
9/17/26	8:15	12:15		4		
9/18/26	8:15	12:15		4		
			Week 1 Total	19		
9/22/26	8:15	12:15		4		
9/23/26	10:45	1:45		3		
9/24/26	8:15	12:15		4		
9/25/26	8:15	12:15		4		
			Week 2 Total	15		
			TOTAL HOURS	34		

Print Employee Na [redacted]

Employee Signat [redacted] Date: 9/25/26

Certification of Ho [redacted] Date: 9/25/26

Approved for Paym [redacted] Date: _____

Superintendent or Business Administrator

EMPLOYEE TIME SHEET

LEHIGHTON AREA SCHOOL DISTRICT
Lehighton, Pennsylvania

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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				
9/14	—	—	—	—	MS	Lunch Aide
9/15	10:30	1:30	—	3	↓	↓
9/16	10:30	1:30	—	3		
9/17	10:30	1:30	—	3		
9/18	10:30	1:30	—	3		
				12		
9/21	—	—	—	—	MS	Lunch Aide
9/22	10:30	1:30	—	3	↓	↓
9/23	10:30	1:30	—	3		
9/24	10:30	1:30	—	3		
9/25	10:30	1:30	—	3		
				12		
			TOTAL HOURS	24		

[redacted]

Print Employe _____

Employee S _____ Date: 9/25/26

Certification _____ Date: 9/28/26

Approved for Payment: _____ Date: _____
Superintendent or Business Administrator