

Emp #	Last	First	Hours	Total	Rate	Yr 27
HS	1681		45.00	45.00	12.96	583.20
EC	110		50.00	50.00	16.30	815.00
EC	499		44.50	44.50	16.30	725.35
HS	1909		45.00	45.00	12.96	583.20
EC	1567			0.00	12.96	0.00
HS	698			0.00	16.30	0.00
EC	1751		49.00	49.00	12.96	635.04
EC	1939		49.75	49.75	12.96	644.76
HS	1815		45.00	45.00	12.96	583.20
EC	434		50.00	50.00	16.30	815.00
HS	1571			0.00	12.96	0.00
EC	1902		50.00	50.00	12.96	648.00
	1859		45.00	45.00	12.96	583.20
MS	1669		47.50	47.50	12.96	615.60
			520.75	520.75		7231.55

ldw 5/8/26 on leave

\$7,231.55

520.75

13
11 summer

Emp #	Last	First	Hours	Total	Rate	Yr 27	First day 5/5/26	Last pay 8/28/26
ADMIN	1916	A	50.00	50.00	12.52	626.00		
ADMIN	1988	A	25.00	25.00	12.52	313.00		
ADMIN	1986	B	52.50	52.50	12.52	657.30		
ADMIN	1997	B	45.00	45.00	12.52	563.40		
ADMIN	1991	B	46.00	46.00	12.52	575.92		
ADMIN	1917	C	39.00	39.00	12.52	488.28		
ADMIN	1995	D	20.00	20.00	12.52	250.40		
ADMIN	1918	D	50.00	50.00	12.52	626.00		
ADMIN	1998	F	39.00	39.00	12.52	488.28		
ADMIN	1985	H	20.00	20.00	12.52	250.40		
ADMIN	1996	H	38.66	38.66	12.52	484.02		
ADMIN	1990	H	43.00	43.00	12.52	538.36		
ADMIN	1992	K	50.00	50.00	12.52	626.00		
ADMIN	1993	L	53.00	53.00	12.52	663.56		
ADMIN	1994	L	46.00	46.00	12.52	575.92		
ADMIN	1921	N	49.50	49.50	12.52	619.74		
ADMIN	1922	O	50.00	50.00	12.52	626.00		
ADMIN	1923	S	30.00	30.00	12.52	375.60		
ADMIN	1987	T	27.25	27.25	12.52	341.17		
ADMIN	1989	T	25.00	25.00	12.52	313.00		
			798.91	798.91		10002.35		

\$17,233.90

1319.66

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				
7-20	7:00	12:00		5	LHS	Cleaner
7-21	7:00	12:00		5		
7-22	7:00	12:00		5		
7-23	7:00	12:00		5		
7-24	7:00	12:00		5		
			Week 1 Total	25		
7-27	7:00	12:00		5	LHS	Cleaner
7-28	7:00	12:00		5		
7-29	7:00	12:00	OFF	5		
7-30	7:00	12:00		5		
7-31	7:00	12:00		5		
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-20-26

Date: 7-27-26

Date: 8-31-26
8-4-26

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				
7-20	7:00	12:00		5	EC	Cleaner
7-21	7:00	12:00		5		
7-22	7:00	12:00		5		
7-23	7:00	12:00		5		
7-24	7:00	12:00		5		
			Week 1 Total	25		
7-27	7:00	12:00		5		
7-28	7:00	12:00		5		
7-29	7:00	12:00		5		
7-30	7:00	12:00		5		
7-31	7:00	12:00		5		
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

7-31-26

8-4-26

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				
7/20/26	6:00	10:30		4.5	Adm.	Cleaner
7/21	6:00	10:30		4.5		
7/22	6:00	10:30		4.5		
7/23	6:00	10:30		4.5		
7/24	6:00	10:30		4.5		
			Week 1 Total	22.5		
7/27	6:00	10:30		4.5		
7/28	6:00	10:00		4		
7/29	6:00	10:30		4.5		
7/30	6:00	10:30		4.5		
7/31	6:00	10:30		4.5		
			Week 2 Total	22		
TOTAL HOURS				44.5		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: Aug 31, 2026

Date: _____

Date: 8-4-26

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				
7/20/26	7:00	12:00	—	5	H.S	Cleaner
7/21/26	7:00	12:00	—	5	H.S	"
7/22/26	7:00	12:00	—	5	H.S	"
7/23/26	7:00	12:00	No 5 Water in Building			
7/24/26	7:00	12:00	—	5	H.S	"
				25		
			Week 1 Total	20		
7/27/26	7:00	12:00	—	5	H.S	Cleaner
7/28/26	7:00	12:00	—	5	H.S	"
7/29/26	7:00	12:00	—	5	H.S	"
7/30/26	7:00	12:00	—	5	H.S	"
7/31/26	7:00	12:00	—	5	H.S	"
			Week 2 Total	25		
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

7/31/26

8-4-26

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				
7-20-26	7:00	12:00		5	EC	cleaner
7-21	7:00	12:00		5		
7-22	7:00	11:00		4		
7-23	7:00	12:00		5		
7-24	7:00	12:00		5		
			Week 1 Total	24		
7-27	7:00	12:00		5		
7-28	7:00	12:00		5		
7-29	7:00	12:00		5		
7-30	7:00	12:00		5		
8-31	7:00	12:00		5		
			Week 2 Total	25		
TOTAL HOURS				49		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-31-26

Date:

Date: 8-4-26

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				
7-20-26	7:00	11:30		4½	MS	cleaner
7-21-26	7:00	11:30		4½	MS	cleaner
7-22-26	7:00	11:30		4½	MS	cleaner
7-23-26	7:00	11:30		4½	MS	cleaner
7-24-26	7:00	11:30		4½	MS	cleaner
			Week 1 Total	22½		
7-27-26	7:00	11:30		4½	MS	cleaner
7-28-26	7:00	11:30		4½	MS	cleaner
7-29-26	7:00	11:30		4½	MS	cleaner
7-30-26	7:00	12:15		5¼	MS	cleaner
7-31-26	7:00	11:30		4½	MS	cleaner
			Week 2 Total	27¼		
TOTAL HOURS				49¾		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payroll

Date: July 31, 2026

Date: _____

Date: 8-4-26

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				
7/20/26	7:00	12:00		5	H.S	Cleaner
7/21/26	7:00	12:00		5	H.S	Cleaner
7/22/26	7:00	12:00		5	H.S	Cleaner
7/23/26	7:00	12:00		0	H.S	Cleaner
7/24/26	7:00	12:00		5	H.S	Cleaner
			Week 1 Total	20		
7/27/26	7:00	12:00		5	H.S	Cleaner
7/28/26	7:00	12:00		5	H.S	Cleaner
7/29/26	7:00	12:00		5	H.S	Cleaner
7/30/26	7:00	12:00		5	H.S	Cleaner
7/31/26	7:00	12:00		5	H.S	Cleaner
			Week 2 Total	25		
TOTAL HOURS				45		

Print Employee Name _____

Employee Signature _____

Approved for Payment _____

Date: 7/31/26

Date: 8-4-26

... ..

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				
7-20	7:00	12:00		5	EC	Cleaner
7-21	7:00	12:00		5		
7-22	7:00	12:00		5		
7-23	7:00	12:00		5		
7-24	7:00	12:00		5		
			Week 1 Total	25		
7-27	7:00	12:00		5		
7-28	7:00	12:00		5		
7-29	7:00	12:00		5		
7-30	7:00	12:00		5		
7-31	7:00	12:00		5		
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee

Employee Sign

Certification of

Approved for P

Date:

Date:

Date:

7-31-26

8-4-26

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				
7/20/26	7:00	12:00		5hrs	EC	Cleaner
7/21/26	7:00	12:00		5hrs	↓	↓
7/22/26	7:00	12:00		5hrs		
7/23/26	7:00	12:00		5hrs		
7/24/26	7:00	12:00		5hrs		
			Week 1 Total	25		
7/27/26	7:00	12:00		5hrs	EC	Cleaner
7/28/26	7:00	12:00		5hrs	↓	↓
7/29/26	7:00	12:00		5hrs		
7/30/26	7:00	12:00		5hrs		
7/31/26	7:00	12:00		5hrs		
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee

Employee Sign

Certification of

Approved for Pay

Date: 7/31/26

Date:

Date: 8-4-26

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				
7/20	7	12		5	MS	SUMMER cleaning
7/21	7	12		5		
7/22	7	12		5		
7/23	7	12		5		
7/24	7	12	↓	5	↓	↓
			Week 1 Total	25		
7/27	7	12		5	MS	SUMMER cleaning
7/28	-	-		-		
7/29	7	12		5		
7/30	7	12		5		
7/31	7	12	↓	5	↓	↓
			Week 2 Total	20		
TOTAL HOURS				45		

Print Employee

Employee

Certification

Approved for

Date:

Date:

Date:

7/31/26

8-4-26

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				
7-20-26	7:00	12:00		5	L.A.M.S.	Cleaner
7-21-26	7:00	12:00		5		
7-22-26	7:00	12:00		5		
7-23-26	7:00	12:00		5		
7-24-26	7:00	12:00		5		
			Week 1 Total	25		
7-27-26	7:00	12:00		5		
7-28-26	7:00	10:30		3 1/2		
7-29-26	7:00	12:00		5		
7-30-26	7:00	12:30		5 1/2		
7-31-26	7:00	10:30		3 1/2		
			Week 2 Total	22 1/2		
TOTAL HOURS				47 1/2		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-31-26

Date:

Date: 8-4-26

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				
20	7am	12pm		5		
21	7am	12pm		5		
22	7am	12pm		5		
23	7am	12pm		5		
24	12pm	2:30pm		2.5		
			Week 1 Total	22.5		
27	7am	1pm		6		
28	7am	1pm		6		
29	7am	12:30		5.5		
30	9am	2:00pm		5		
31	7am	12pm		5		
			Week 2 Total	27.5		
TOTAL HOURS				50		

Print Employee Name

Employee Signature

Date:

8-4-26

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				
7/20/25	7:00 am	12:00 pm	—	5	H5	Cleaner
7/21/25	7:00 am	12:00 pm	—	5	H5	Cleaner
7/22/25	7:00 am	12:00 pm	—	5	H5	Cleaner
7/23/25	7:00 am	12:00 pm	—	5	H5	Cleaner
7/24/25	7:00 am	12:00 pm	—	5	H5	Cleaner
			Week 1 Total	25		
			Week 2 Total			
TOTAL HOURS						

Print Employee

Employee Sign

Certification of

Approved for Pa

Date: _____

Date: _____

Date: 8-4-26

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				
7/20	7am	12 pm	-	5	MS	^{Summer} cleaner
7/21	7am	1 pm	-	6	MS	cleaner
7/22	7am	2 pm	-	7	MS	cleaner
7/23	7am	1 pm	-	6	MS	cleaner
7/24	7am	12 pm	-	5	MS	cleaner
			Week 1 Total	29 hrs		
7/28	7am	1 pm	-	6	MS	cleaner
7/29	7am	2 pm	-	7	MS	cleaner
7/30	7am	12 pm	-	5	MS	cleaner
7/31	7am	12 : 30 pm	-	5 1/2	MS	cleaner
			Week 2 Total	23.5 hrs		
TOTAL HOURS				52.5 hours		

Print Employee

Employee Sig

Approved for Pa

Date: 7/20/26

Date: 8-4-26

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				
7/20	7	12	1	5	EC	
7/21	7	12	0	5	EC	
7/22	7	2	2	5	EC	
7/23	0	0	0	0	out	out
7/24	7	2	2	5	EC	
			Week 1 Total			
7/27	7	12	0	5	EC	
7/28	7	12	0	5	EC	
7/29	7	12	0	5	EC	
7/30	7	2	2	5	EC	
7/31	7	2	2	5	EC	
			Week 2 Total			
TOTAL HOURS				45		

Print Employee Name

Employee Signature

Approved for Payroll

Date: 7/31/26

Date: 8-4-26

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				
22/26	7 Am	12		5		
23/26	7 Am	12		5		
24/26	7 Am	2		7		
			Week 1 Total	17		
27	7 Am	1 Pm				
28	7 Am	1 Pm				
29	7 Am	1 Pm				
30	7 Am	1 Pm				
31	7 Am	12 Pm				
			Week 2 Total	29		
TOTAL HOURS				46		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

7/31/26

8-4-26

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				
7/22	12:00	2:30		2.5	B6	grounds
7/23	7:00	12:30		5.5	B6	grounds
7/24	7:00	12:30		5.5	B6	grounds
			Week 1 Total	13.5		
7/27	7:00	2:30	12	7.5	B6	grounds
7/28	7:00	2:30	12	7.5	B6	grounds
7/29	7:00	2:30	12	7.5	B6	grounds
7/30	7:00	10:00		3	B6	grounds
			Week 2 Total	25.5		
TOTAL HOURS				39		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

7/30/26

8-4-26

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				
X						
X						
X						
X						
X						
			Week 1 Total	0		
7/27	7	12	X	5	LAEC	Cleaner
7/28	7	12		5	LAEC	
7/30	7	12		5	LAEC	
7/31	7	12		5	LAEC	
			Week 2 Total	20		
TOTAL HOURS				20		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

7/30/26

8.4.26

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				
7/20	7:00	2:00	12	7	BG Admin	Maintaince
7/21	7:00	12:00		5	BG	Maintaince
7/22	7:00	2:00	12	7	BG	Maintance
7/23	7:00	11:00		4	BG	Maintance
7/24	7:00	9:00		2	BG	Maintance
			Week 1 Total	25		
7/27	7:00	2:30	12	7.5	BG	Grounds
7/28	7:00	2:30	12	7.5	BG	Grounds
7/29	7:00	2:30	12	7.5	BG	Grounds
7/30	7:00	9:30		2.5	BG	Grounds
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

7/20/26

8-4-26

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				
7/20/26	7am	12pm	—	5	HS	Summer cleaner
7/21/26	7am	12pm	—	5	HS	Summer cleaner
7/22/26	7am	12pm	—	5	HS	Summer cleaner
—	—	—	—	—	—	—
7/24/26	7am	12pm	—	5	MS	Summer cleaner
7/25/26	7am	12pm	—	5	HS	Summer cleaner
			Week 1 Total	20		
7/27/26	7am	12pm	—	5	HS	Summer cleaner
—	—	—	—	—	—	—
7/29/26	7am	12pm	—	5	HS	Summer cleaner
7/30/26	8:30am	12pm	—	4	HS	Summer cleaner
7/31/26	7am	12pm	—	5	HS	Summer cleaner
			Week 2 Total	19		
TOTAL HOURS				39		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7/31/26

Date:

Date: 8-4-26

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				
7-21-26	7:00	12:00		5	MS	summer cleaner
7-22-26	7:00	12:00		5	MS	summer cleaner
7-23-26	7:00	12:00		5	MS	summer cleaner
7-24-26	7:00	12:00		5	MS	summer cleaner
			Week 1 Total	20		
			Week 2 Total			
TOTAL HOURS				20		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date: 7-24-26

Date:

Date: 8-4-26

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				
7/21/26	7	12		5	ec	cleaner
7/22/26	7	12		5	ec	cleaner
7/23/26	7	12		5	ec	cleaner
			Week 1 Total			
7/27/26	7	12		5	ec	cleaner
7/28/26	7	12		5	ec	cleaner
7/29/26	7	12		5	ec	cleaner
7/30/26	7	12		5	ec	cleaner
7/31/26	8:20	12		3 hr 40 min	ec	cleaner
			Week 2 Total			
TOTAL HOURS				38 40 min		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

8-4-26

38.64

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				
7-20-26	7 AM	12 PM		5	MS	Cleaner
7-21-26	7 AM	12 PM		5	MS	Cleaner
7-22-26	7 AM	12 PM		5	MS	Cleaner
7-23-26	7 AM	12 PM		5	MS	Cleaner
			Week 1 Total	20		
7-27-26	7 AM	1 PM		6	MS	cleaner
7-28-26	7 AM	1 PM		6	MS	Cleaner
7-29-26	7 AM	1 PM		6	MS	Cleaner
7-30-26	9 AM	2 PM		5	MS	Cleaner
			Week 2 Total	23		
TOTAL HOURS				43		

Print Employee

Employee Sig

Approved for Pa

Date: 7-30-26

Date: 8-4-26

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				
7/20	7	12		5	EC	
7/21	7	12		5	EC	
7/22	7	12		5	EC	
7/23	7	12		5	EC	
7/24	7	12		5	EC	
			Week 1 Total	25		
7/27	7	12		5	EC	
7/28	7	12		5	EC	
7/29	7	12		5	EC	
7/30	7	12		5	EC	
7/31	7	12		5	EC	
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee Name _____

Employee Signature _____

Approved for Payment _____

Date: 7/31

Date: 8-4-26

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				
7/20/26	7:00	1:00		6	HS	cleaner
7/21/26	7:00	1:00		6	HS	Cleaner
7/22/26	7:00	1:00		6	HS	Cleaner
7/23/26	7:00 9:00	11:00 2:00		5	HS	cleaner
7/24/26	7:00 9:00	11:00 2:00		5	HS	Cleaner
			Week 1 Total	25		
7/27/26	7:00	12:00		5	HS	Cleaner
7/28/26	7:00	12:00		5	HS	cleaner
7/29/26	7:00	12:00		5	HS	cleaner
7/30/26	7:00-9:00	11:00-2:00		5	HS	Cleaner
7/31/26	7:00	12:00		5	HS	Cleaner
			Week 2 Total	25		
TOTAL HOURS				53		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

7/20/26

8-4-26

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				
7/20/26	7:00	2:00		7	B6	summer utility worker
7/21/26	7:00	12:00		5	B6	summer utility worker
7/22/26	7:00	2:00		5	B6	summer utility worker
7/23/26	7:00	2:00		5	B6	summer utility worker
7/24/26	7:00	12:00		3	B6	summer utility worker
			Week 1 Total	25		
7/27/26	7:00	2:30		7 1/2		
7/28/26	7:00	2:30		6		
7/29/26	7:00	2:30		7 1/2		
			Week 2 Total	21		
TOTAL HOURS				46		

Print Employee Name

Employee Signature

Approved for Payment

Date:

Date:

8/3/26

8-4-26

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				
7/20	7:00	12:00	—	5	EC	Cleaner
7/21	↓	↓	—	↓	↓	↓
7/22	↓	↓	—	↓	↓	↓
7/23	↓	↓	—	↓	↓	↓
7/24	↓	11:30	✓	4-5	↓	↓
			Week 1 Total	24.5		
7/27	7:00	12:00	—	5		
7/28	↓	↓	—	↓		
7/29	↓	↓	—	↓		
7/30	↓	↓	—	↓		
7/31	↓	↓	✓	↓		
			Week 2 Total	25		
TOTAL HOURS				49.5		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Payment

Date:

Date:

Date:

7/31/26

8-4-26

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				
7/20	7:00AM	2:30PM	1/2 hr	7	BG	Grounds
7/21	7:00AM	2:30PM	1/2 hr	7	BG	Grounds
7/22	7:00AM	9:00AM		2	BG	Grounds
7/23	7:00AM	12:00PM		5	BG	Grounds
7/24	7:00AM	11:00AM		4	BG	Grounds
			Week 1 Total	25		
7/27	7:00AM	2:30PM	1/2 hr	7	BG	Grounds
7/28	7:00AM	2:30PM	1/2 hr	7	BG	Grounds
7/29	7:00AM	9:00AM		2	BG	Grounds
7/30	7:00AM	2:30PM	1/2 hr	7	BG	Grounds
7/31	7:00AM	9:00AM		2	BG	Grounds
			Week 2 Total	25		
TOTAL HOURS				50		

Print Employee Name _____

Employee Signature _____

Approved for Payment _____

Date: _____

Date: _____

8/3/26

8-4-26

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				
7/23	7	12		5	MS	summer utility
7/24	7	12		5		
			Week 1 Total	10		
7/27	7	12		5		
7/28	7	12		5		
7/29	7	12		5		
7/30	7	12		5		
			Week 2 Total	20		
TOTAL HOURS				30		

Print Employee Name

Employee Signature

Approved for Payment

Date: 7/30/26

Date: 8-4-26

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				
7/20/26	7am	12pm	-	5	HS	cleaner
7/22/26	9:45am	12pm	-	2hr 15min	HS	cleaner
7/24/26	7am	12pm	-	5	HS	cleaner
			Week 1 Total			
7/28/26	7am	12pm	-	5	HS	cleaner
7/29/26	7am	12pm	-	5	HS	cleaner
7/31/26	7am	12pm	-	5	HS	cleaner
			Week 2 Total			
TOTAL HOURS				27.25		

Print Employee Name

Employee Signature

Certification of Hours

Approved for Pay

Date:

Date:

Date:

7-20-26

8-4-26

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				
7/20	7:00	12:00	—	5	HS	Summer Worker
7/21	7:00	12:00	—	5	HS	Summer Worker
7/22	7:00	12:00	—	5	HS	Summer Worker
7/23	7:00	12:00	—	5	EC	Summer Worker
7/24	7:00	12:00	—	5	HS	Summer Worker
			Week 1 Total	25		
7/27	—	—	—	—	—	off
7/28	—	—	—	—	—	off
7/29	—	—	—	—	—	off
7/30	—	—	—	—	—	off
7/31	—	—	—	—	—	off
			Week 2 Total	0		
TOTAL HOURS				25		

Print Employee Name

Employee Signature

Approved for Payment

Date: 7/24/26

Date: 8-4-26