


Haverhill Public Schools

BiWeekly Payroll Timesheet

School/Department:	Principal/Supervisor Name:	Principal/Supervisor Signature:	Account # ????????.4.?????????.???.???.???.???
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Pay Period: 13

Start Date: 12/3/2023
End Date: 12/16/2023

Pay Date 12/22/2023

		<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	DUE:
Wk 1		12/3/2023	12/4/2023	12/5/2023	12/6/2023	12/7/2023	12/8/2023	12/9/2023	12/15/2023
Wk 2		12/10/2023	12/11/2023	12/12/2023	12/13/2023	12/14/2023	12/15/2023	12/16/2023	

Employee Name:	Week 1								<u>Weekly Total</u>	
Employee Signature:										
Time Entry Description/Job Performed:	Week 2								<u>Weekly Total</u>	<u>Grand Total</u>
Notes: (for office use only)										

Employee Name:	Week 1								<u>Weekly Total</u>	
Employee Signature:										
Time Entry Description/Job Performed:	Week 2								<u>Weekly Total</u>	
Notes: (for office use only)										

Employee Name:	Week 1								<u>Weekly Total</u>	
Employee Signature:										
Time Entry Description/Job Performed:	Week 2								<u>Weekly Total</u>	
Notes: (for office use only)										

This certifies the above has worked 100% of his/her time for this pay period on the federal grant program listed above