

Haverhill Public Schools
BiWeekly Payroll Timesheet

School/Department:	Principal/Supervisor Name:	Principal/Supervisor Signature:	Account # ????????.4.?????????.???.???.???.???
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Pay Period: 24

Start Date: 5/5/2023

End Date: 5/18/2023

Pay Date 5/24/2023

		<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	DUE:
Wk 1		5/5/2023	5/6/2023	5/7/2023	5/8/2023	5/9/2023	5/10/2023	5/11/2023	5/17/2023
Wk 2		5/12/2023	5/13/2023	5/14/2023	5/15/2023	5/16/2023	5/17/2023	5/18/2023	

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

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

Employee Name:										<u>Weekly Total</u>	
	Week 1										
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