

Haverhill Public Schools **BiWeekly Payroll Timesheet**

School/Department:	Principal/Supervisor Name:	Principal/Supervisor Signature:	Account # ????????.4.?????????.???????
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Pay Period: 23

Start Date: 4/21/2024

End Date: 5/4/2024

Pay Date 5/10/2024

		<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	DUE:
Wk 1		4/21/2024	4/22/2024	4/23/2024	4/24/2024	4/25/2024	4/26/2024	4/27/2024	5/3/2024
Wk 2		4/28/2024	4/29/2024	4/30/2024	5/1/2024	5/2/2024	5/3/2024	5/4/2024	

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