

Haverhill Public Schools

BiWeekly Payroll Timesheet

School/Department:	Principal/Supervisor Name:	Principal/Supervisor Signature:	Account # ??????.4.?????????????? _____ . 4 . _____
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Pay Period: 26

Start Date: 6/2/2024

End Date: 6/15/2024

Pay Date 6/21/2024

		<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	DUE: 6/14/2024
Wk 1		6/2/2024	6/3/2024	6/4/2024	6/5/2024	6/6/2024	6/7/2024	6/8/2024	
Wk 2		6/9/2024	6/10/2024	6/11/2024	6/12/2024	6/13/2024	6/14/2024	6/15/2024	

Employee Name:	Week 1									<u>Weekly Total</u>	
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
Employee Signature:											
Time Entry Description/Job Performed:	Week 2									<u>Weekly Total</u>	<u>Grand Total</u>
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
Notes: (for office use only)											

Employee Name:	Week 1									<u>Weekly Total</u>	
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
Employee Signature:											
Time Entry Description/Job Performed:	Week 2									<u>Weekly Total</u>	
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
Notes: (for office use only)											

Employee Name:	Week 1									<u>Weekly Total</u>	
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
Employee Signature:											
Time Entry Description/Job Performed:	Week 2									<u>Weekly Total</u>	
										<div style="border: 1px solid black; width: 50px; height: 40px; margin: 0 auto;"></div>	
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