

PERSONNEL

03.121 AP.23

Certification of Time for Extended Employment

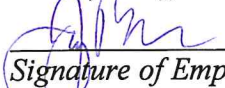
Each central office employee shall complete and submit this form to the immediate supervisor for each pay period at the time designated by Central Office personnel.

EMPLOYEE'S NAME: Jay Brewer POSITION/DEPARTMENT: Superintendent

PAY PERIOD BEGINNING: AUGUST 31, 2020 PAY PERIOD ENDING: SEPTEMBER 11, 2020

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
8/31/20	✓			
9/1/20	✓			
9/2/20	✓			
9/3/20	✓			
9/4/20	✓			
9/7/20	✓			
9/8/20	✓			
9/9/20	✓	✓		NKCES Symp Meeting and KASA Ethics Training
9/10/20	✓			
9/11/20	✓			
TOTAL DAYS WORKED		10		

I hereby certify that this time sheet is a correct statement of actual days worked during this pay period.


Signature of Employee

9/21/20
Date

Signature of Supervisor

Date

³LEAVE KEY

E=emergency P=personal
H=holiday S=sick
J=jury U=unpaid
M=military/disaster V=vacation
NC=Non Contract Day

Review/Revised: 3/21/18

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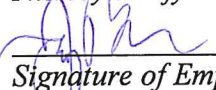
Each central office employee shall complete and submit this form to the immediate supervisor for each pay period at the time designated by Central Office personnel.

EMPLOYEE'S NAME: Jay Brenier POSITION/DEPARTMENT: Superintendent

PAY PERIOD BEGINNING: AUGUST 17, 2020 PAY PERIOD ENDING: AUGUST 28, 2020

DATE	On Campus Work Day	Off Campus WorkDay	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
8/17/20	✓			
8/18/20	✓			
8/19/20	✓			
8/20/20	✓			NKES + Amy McGrath (Ed Council)
8/21/20	✓			
8/24/20	✓			
8/25/20	✓			
8/26/20	✓			
8/27/20	✓			
8/28/20	✓			
TOTAL DAYS WORKED		10		

I hereby certify that this time sheet is a correct statement of actual days worked during this pay period.


7/21/20
 Signature of Employee Date Signature of Supervisor Date

Review/Revised: 3/21/18

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