

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 Brecker POSITION/DEPARTMENT: Superintendent

PAY PERIOD BEGINNING: OCTOBER 31, 2022 PAY PERIOD ENDING: NOVEMBER 11, 2022

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
10/31/22	✓	✓		United Way Board Meeting
11/1/22	✓			
11/2/22		✓		KASA- Ethics Leadership
11/3/22	✓			
11/4/22	✓			
11/7/22	✓			
11/8/22	✓			
11/9/22		✓		NKCES Superintendent Meeting / NKN Board
11/10/22	✓			
11/11/22	✓			
TOTAL DAYS WORKED		10		

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

[Signature]
Signature of Employee

11/15/22
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

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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: Sam Brewer POSITION/DEPARTMENT: Superintendent

PAY PERIOD BEGINNING: OCTOBER 10, 2022 PAY PERIOD ENDING: OCTOBER 28, 2022

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
10/10/22	✓			
10/11/22	✓			
10/12/22	✓			
10/13/22	✓			
10/14/22	✓			
10/17/22	Sick Day			
10/18/22	✓			
10/19/22		✓		NKCES
10/20/22	✓			
10/21/22	✓			
10/24/22	✓			
10/25/22	✓	✓		NKH Ding Reservation Speaker
10/26/22	✓			
10/27/22	✓			
10/28/22	✓			
TOTAL DAYS WORKED		15		

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

[Signature]
Signature of Employee

11/15/22
Date

Signature of Supervisor

Date

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