

PERSONNEL

03.121 AP.23

Certification of Time for Extended Employment

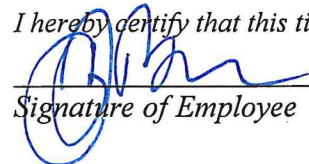
Each central office employee shall complete and submit this form to the immediate supervisor for each pay period at the time designated by Central Office personnel.

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

PAY PERIOD BEGINNING: AUGUST 14, 2023 PAY PERIOD ENDING: AUGUST 25, 2023

DATE	On Campus Work Day	Off Campus WorkDay	Off Campus Site		
8/14/23	✓				
8/15/23	✓				
8/16/23	✓				
8/17/23	✓				
8/18/23	✓				
8/21/23	✓				
8/22/23	✓				
8/23/23		✓		NKCES Board of Directors Meeting	
8/24/23	✓				
8/25/23	✓				
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

9/17/23
Date

Signature of Supervisor

Date

Review/Revised: 3/21/18

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

PAY PERIOD BEGINNING: AUGUST 28, 2023 PAY PERIOD ENDING: SEPTEMBER 8, 2023

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
8/28/23	✓			
8/29/23	✓			
8/30/23	✓			
8/31/23	✓			
9/1/23	1/2 day			
9/4/23	✓			
9/5/23	✓			
9/6/23	✓			
9/7/23	✓			
9/8/23	✓			
TOTAL DAYS WORKED		9 1/2		

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

[Signature]
Signature of Employee

9/27/23
Date

Signature of Supervisor

Date

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

PAY PERIOD BEGINNING: SEPTEMBER 11, 2023 PAY PERIOD ENDING: SEPTEMBER 22, 2023

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
9/11/23	✓			
9/12/23	✓			
9/13/23		✓		NKCES Board of Director Meeting
9/14/23	✓			KASA New Supt. Training
9/15/23	✓			
9/18/23	✓			
9/19/23	✓			
9/20/23		✓		YSA-NKN Testify Frankfurt
9/21/23	✓			
9/22/23	✓			
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

9/27/23
Date

[Signature]
Signature of Supervisor

Date

Review/Revised: 3/21/18

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