

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: NOVEMBER 27, 2023 PAY PERIOD ENDING: DECEMBER 15, 2023

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
11/27/23	✓			
11/28/23	✓			
11/29/23	✓			
11/30/23	✓			
12/1/23	✓			KASS - Louisville
12/4/23	✓			KASS - Louisville
12/5/23	✓			KASS - Louisville
12/6/23	✓			
12/7/23		✓		Priced Cam - Lexington
12/8/23		✓		Priced Cam - Lexington
12/11/23	✓			
12/12/23	✓			
12/13/23	✓			
12/14/23	✓			
12/15/23	✓			
TOTAL DAYS WORKED		16		

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

[Signature]
Signature of Employee

12/15/23
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

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 Brender POSITION/DEPARTMENT: Superintendent

PAY PERIOD BEGINNING: NOVEMBER 13, 2023 PAY PERIOD ENDING: NOVEMBER 24, 2023

DATE	On Campus Work Day	Off Campus Work Day	Off Campus Site	LEAVE TYPE/ AMOUNT USED ³
11/13/23	✓	✓		Family Friday Frankfurt
11/14/23	✓			
11/15/23		✓		NKCES Board Meeting
11/16/23	✓			
11/17/23	✓			
11/20/23	✓			
11/21/23	✓			
11/22/23	✓			
11/23/23	H			Thanksgiving
11/24/23	✓			
TOTAL DAYS WORKED		9		

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

Jay Brender
Signature of Employee

12/15/23
Date

Signature of Supervisor

Date

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Review/Revised: 3/21/18