POWELL COUNTY SCHOOLS
Certification of Time

Name _____ Location _____

RECORD REGULAR WORKED HOURS HERE

Date	Time In	1st Break		*Lunch		**2nd Break		Time Out	Regular Daily Hrs Worked
		Out	In	Out	In	Out	In		

POWELL COUNTY SCHOOLS
Certification of Time

Name _____ Pay Period _____ Thru _____

CONT'D FROM FRONT PAGE

*****RECORD EXTRA/OVER TIME HOURS HERE**

DAY	DATE	HOURS	REASON	AUTHORIZED BY	BUDGET CODE

I VERIFY I WORKED THE ACTUAL HOURS RECORDED: _____

EMPLOYEE SIGNATURE

_____

SUPERVISOR/PRINCIPAL