

**Huntington Union Free School District
Office of the Assistant Superintendent
For Business**

2012-2013 Monthly Time Sheet

Employee Name: _____
 Pay Period: _____
 Service(s) Provided: _____

For each day worked, indicate the times you worked (i.e., 9:00 – 11:00 AM, .3:00 – 5:00 PM)

July 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Employee Signature

Date

Supervisor Signature

Date

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For each day worked, indicate the times you worked (i.e., 9:00 – 11:00 AM, .3:00 – 5:00 PM)

August 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Employee Signature

Date

Supervisor Signature

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September 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 School Closed	4	5	6	7	8
9	10	11	12	13	14	15
16	17 School Closed	18 School Closed	19	20	21	22
23	24	25	26 School Closed	27	28	29
30						

Employee Signature

Date

Supervisor Signature

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October 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8 School Closed	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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November 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12 School Closed	13	14	15	16	17
18	19	20	21	22 School Closed	23 School Closed	24
25	26	27	28	29	30	

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December 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24 School Closed	25 School Closed	26 School Closed	27 School Closed	28 School Closed	29
30	31 School Closed					

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January 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 School Closed	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 School Closed	22	23	24	25	26
27	28	29	30	31		

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February 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 School Closed	19 School Closed	20 School Closed	21 School Closed	22 School Closed	23
24	25	26	27	28		

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March 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 School Closed	26 School Closed	27 School Closed	28 School Closed	29 School Closed	30
31						

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April 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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May 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 School Closed	25
26	27 School Closed	28	29	30	31	

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June 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

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July 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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