

**Kyla Gardner**

**Pay Period**

**11/16/2025 to**

**11/30/2025**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday	11/16/2025								0.00	
Monday	11/17/2025	7.00							7.00	
Tuesday	11/18/2025	8.80							8.80	
Wednesday	11/19/2025	7.68							7.68	
Thursday	11/20/2025	7.63							7.63	
Friday	11/21/2025	1.07							1.07	
Saturday	11/22/2025								0.00	
<b>Total Week</b>		<b>32.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.18</b>	
Sunday	11/23/2025								0.00	
Monday	11/24/2025	7.42							7.42	
Tuesday	11/25/2025	7.75							7.75	
Wednesday	11/26/2025	7.35							7.35	
Thursday	11/27/2025					8.00			8.00	
Friday	11/28/2025								0.00	
Saturday	11/29/2025								0.00	
<b>Total Week</b>		<b>22.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30.52</b>	
Sunday	11/30/2025								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>54.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62.70</b>	

**I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)**

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

City of New Meadows Sun Nov 16 – Sun Nov 30, 2025

Kyla Gardner

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Mon Nov 17			8:03 am - 3:03 pm	0.00	7.00	7.00	7.00	0.00	0.00	\$0.00	\$0.00
Tue Nov 18			7:49 am - 4:37 pm	0.00	8.80	8.80	8.80	0.00	0.00	\$0.00	\$0.00
Wed Nov 19			7:51 am - 3:32 pm	0.00	7.68	7.68	7.68	0.00	0.00	\$0.00	\$0.00
Thu Nov 20			7:51 am - 3:29 pm	0.00	7.63	7.63	7.63	0.00	0.00	\$0.00	\$0.00
Fri Nov 21			8:54 am - 9:58 am	0.00	1.07	1.07	1.07	0.00	0.00	\$0.00	\$0.00
Mon Nov 24			7:50 am - 3:15 pm	0.00	7.42	7.42	7.42	0.00	0.00	\$0.00	\$0.00
Tue Nov 25			7:30 am - 3:15 pm	0.00	7.75	7.75	7.75	0.00	0.00	\$0.00	\$0.00
Wed Nov 26			7:29 am - 2:50 pm	0.00	7.35	7.35	7.35	0.00	0.00	\$0.00	\$0.00
Totals for Kyla Gardner				0.00	54.70	54.70	54.70	0.00	0.00	\$0.00	\$0.00