



AUGUST 2023

Hamilton County High School

5683 US Highway 129 South
Jasper, FL 32052

Coordinator: Clay Tomlinson
Phone: 386-792-8105
Email: clayton.tomlinson@hamiltonfl.com

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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Packet Due: **August 25**
August Timesheet Due: **September 8**

August 10—First Day of School

Place of Employment

Student Name

Student Signature

Date

TOTAL HOURS

Supervisor affirms that the hourly record of work is true and accurate and the quality of work performance is satisfactory

Supervisor Name

Supervisor Signature

Date

Coordinator Signature



September 2023

Hamilton County High School

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August Timesheet Due: **September 8**
September Timesheet Due: **October 6**
Employer Evaluation 1st 9-weeks due **October 13**

Place of Employment

Student Name

Student Signature

Date

TOTAL HOURS

Supervisor affirms that the hourly record of work is true and accurate and the quality of work performance is satisfactory

Supervisor Name

Supervisor Signature

Date

Coordinator Signature



October 2023

Hamilton County High School

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September Timesheet Due: October 6 Employer Evaluation Due: October 13 End of 1st 9-weeks: October 13 October Timesheet Due: November 10						

Place of Employment

Student Name

Student Signature

Date

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Supervisor Name

Supervisor Signature

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Coordinator Signature



November 2023

Hamilton County High School

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October Timesheet: **November 10**
November Timesheet Due: **December 7**

Place of Employment

Student Name

Student Signature

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Supervisor Name

Supervisor Signature

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Coordinator Signature



December 2023

Hamilton County High School

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Place of Employment

Student Name

Student Signature

Date

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Supervisor Name

Supervisor Signature

Date

Coordinator Signature

November Timesheet Due: **December 8**
Employee Evaluation Due: **December 15**
End of 2nd 9-weeks: December 19
December Timesheet Due: **January 12**



January 2023

Hamilton County High School

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December Timesheet Due: **January 12**
January Timesheet Due: **February 9**

Place of Employment

Student Name

Student Signature

Date

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Supervisor Name

Supervisor Signature

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Coordinator Signature



February 2024

Hamilton County High School

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January Timesheet Due: **February 9**

February Timesheet Due: **March 8**

Employee Evaluation Due: **March 8**

Place of Employment

Student Name

Student Signature

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Supervisor Name

Supervisor Signature

Date

Coordinator Signature



March 2024

Hamilton County High School

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Place of Employment

Student Name

Student Signature

Date

TOTAL HOURS

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Supervisor Name

Supervisor Signature

Date

Coordinator Signature



April 2024

Hamilton County High School

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March Timesheet Due: April 12 April Timesheet Due: May 10 Spring Break: April 1-5						

Place of Employment

Student Name

Student Signature

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Supervisor Name

Supervisor Signature

Date

Coordinator Signature



May 2024

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Coordinator Signature

April Timesheet Due: **May 10**
Employee Evaluation Due: **May 10**
May Timesheet Due: **May 15**
Last Day of School: **May 17**