

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 2/6/2024

Pay period end date: 2/20/2024

Employee: _____

Any extra hours will be
paid on the
Mar 5, 2024 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	2/6/2024					
Wednesday	2/7/2024					
Thursday	2/8/2024					
Friday	2/9/2024					
Saturday	2/10/2024					
Sunday	2/11/2024					
Monday	2/12/2024					
Tuesday	2/13/2024					
Wednesday	2/14/2024					
Thursday	2/15/2024					
Friday	2/16/2024					
Saturday	2/17/2024					
Sunday	2/18/2024					
Monday	2/19/2024					
Tuesday	2/20/2024					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date