

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 3/6/2013

Pay period end date: 3/20/2013

Employee: \_\_\_\_\_

Any extra hours will be  
paid on the  
Apr. 5, 2013 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Wednesday	3/6/2013					
Thursday	3/7/2013					
Friday	3/8/2013					
Saturday	3/9/2013					
Sunday	3/10/2013					
Monday	3/11/2013					
Tuesday	3/12/2013					
Wednesday	3/13/2013					
Thursday	3/14/2013					
Friday	3/15/2013					
Saturday	3/16/2013					
Sunday	3/17/2013					
Monday	3/18/2013					
Tuesday	3/19/2013					
Wednesday	3/20/2013					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor signature

\_\_\_\_\_  
Date