

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 4/3/2015

Pay period end date: 4/20/2015

Employee: _____

Any extra hours will be
paid on the
May 5, 2015 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	4/3/2015					
Saturday	4/4/2015					
Sunday	4/5/2015					
Monday	4/6/2015					
Tuesday	4/7/2015					
Wednesday	4/8/2015					
Thursday	4/9/2015					
Friday	4/10/2015					
Saturday	4/11/2015					
Sunday	4/12/2015					
Monday	4/13/2015					
Tuesday	4/14/2015					
Wednesday	4/15/2015					
Thursday	4/16/2015					
Friday	4/17/2015					
Saturday	4/18/2015					
Sunday	4/19/2015					
Monday	4/20/2015					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date