

LEXINGTON SCHOOLS

Pay period start date: 12/21/2016
 Pay period end date: 1/5/2017

Employee: _____

Any extra hours worked will
 be paid on the
 Jan 20, 2017 pay date

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
Wednesday	12/21/2016						
Thursday	12/22/2016						
Friday	12/23/2016						
Saturday	12/24/2016						
Sunday	12/25/2016						
Monday	12/26/2016						
Tuesday	12/27/2016						
Wednesday	12/28/2016						
Thursday	12/29/2016						
Friday	12/30/2016						
Saturday	12/31/2016						
Sunday	1/1/2017						
Monday	1/2/2017						
Tuesday	1/3/2017						
Wednesday	1/4/2017						
Thursday	1/5/2017						

Employee signature _____ Date _____

Supervisor signature _____ Date _____

FOR TREASURER'S OFFICE USE ONLY

Total Substitute hours _____ at rate of \$ _____ = \$ _____
Total Straight-Time hours _____ at rate of \$ _____ = \$ _____
Total Over-Time hours _____ at rate of \$ _____ = \$ _____