

# LEXINGTON SCHOOLS

Pay period start date: 12/21/2017  
 Pay period end date: 1/5/2018

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

Any extra hours worked will  
 be paid on the  
 Jan. 19, 2018 pay date

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
Thursday	12/21/2017						
Friday	12/22/2017						
Saturday	12/23/2017						
Sunday	12/24/2017						
Monday	12/25/2017						
Tuesday	12/26/2017						
Wednesday	12/27/2017						
Thursday	12/28/2017						
Friday	12/29/2017						
Saturday	12/30/2017						
Sunday	12/31/2017						
Monday	1/1/2018						
Tuesday	1/2/2018						
Wednesday	1/3/2018						
Thursday	1/4/2018						
Friday	1/5/2018						

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 \$ _____ = \$ _____