

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/6/2017

Pay period end date: 4/20/2017

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

Any extra hours will be  
paid on the  
May 5, 2017 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	4/6/2017					
Friday	4/7/2017					
Saturday	4/8/2017					
Sunday	4/9/2017					
Monday	4/10/2017					
Tuesday	4/11/2017					
Wednesday	4/12/2017					
Thursday	4/13/2017					
Friday	4/14/2017					
Saturday	4/15/2017					
Sunday	4/16/2017					
Monday	4/17/2017					
Tuesday	4/18/2017					
Wednesday	4/19/2017					
Thursday	4/20/2017					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date