

# LEXINGTON SCHOOLS

Pay period start date: 12/21/2019  
 Pay period end date: 1/3/2020

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

Any extra hours worked will  
 be paid on the  
 Jan 17, 2020 pay date

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
Saturday	12/21/2019						
Sunday	12/22/2019						
Monday	12/23/2019						
Tuesday	12/24/2019						
Wednesday	12/25/2019						
Thursday	12/26/2019						
Friday	12/27/2019						
Saturday	12/28/2019						
Sunday	12/29/2019						
Monday	12/30/2019						
Tuesday	12/31/2019						
Wednesday	1/1/2020						
Thursday	1/2/2020						
Friday	1/3/2020						

\_\_\_\_\_  
 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 \$ _____ = \$ _____