

# LEXINGTON SCHOOLS

Pay period start date: 1/21/2022  
 Pay period end date: 2/4/2022

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

Any extra hours worked will  
 be paid on the  
 Feb 18, 2022 pay date

| Day       |           | Start | Stop | Total Regular | Start | Stop | Total Over Time |
|-----------|-----------|-------|------|---------------|-------|------|-----------------|
| Friday    | 1/21/2022 |       |      |               |       |      |                 |
| Saturday  | 1/22/2022 |       |      |               |       |      |                 |
| Sunday    | 1/23/2022 |       |      |               |       |      |                 |
| Monday    | 1/24/2022 |       |      |               |       |      |                 |
| Tuesday   | 1/25/2022 |       |      |               |       |      |                 |
| Wednesday | 1/26/2022 |       |      |               |       |      |                 |
| Thursday  | 1/27/2022 |       |      |               |       |      |                 |
| Friday    | 1/28/2022 |       |      |               |       |      |                 |
| Saturday  | 1/29/2022 |       |      |               |       |      |                 |
| Sunday    | 1/30/2022 |       |      |               |       |      |                 |
| Monday    | 1/31/2022 |       |      |               |       |      |                 |
| Tuesday   | 2/1/2022  |       |      |               |       |      |                 |
| Wednesday | 2/2/2022  |       |      |               |       |      |                 |
| Thursday  | 2/3/2022  |       |      |               |       |      |                 |
| Friday    | 2/4/2022  |       |      |               |       |      |                 |

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 \$ _____ | = \$ _____ |  |