

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/21/2021

Pay period end date: 1/5/2022

Employee: _____

Any extra hours will be
paid on the
Jan 20, 2022 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	12/21/2021					
Wednesday	12/22/2021					
Thursday	12/23/2021					
Friday	12/24/2021					
Saturday	12/25/2021					
Sunday	12/26/2021					
Monday	12/27/2021					
Tuesday	12/28/2021					
Wednesday	12/29/2021					
Thursday	12/30/2021					
Friday	12/31/2021					
Saturday	1/1/2022					
Sunday	1/2/2022					
Monday	1/3/2022					
Tuesday	1/4/2022					
Wednesday	1/5/2022					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date