

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 1/6/2021

Pay period end date: 1/20/2021

Employee: _____

Any extra hours will be
paid on the
Feb 5, 2021 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Wednesday	1/6/2021					
Thursday	1/7/2021					
Friday	1/8/2021					
Saturday	1/9/2021					
Sunday	1/10/2021					
Monday	1/11/2021					
Tuesday	1/12/2021					
Wednesday	1/13/2021					
Thursday	1/14/2021					
Friday	1/15/2021					
Saturday	1/16/2021					
Sunday	1/17/2021					
Monday	1/18/2021					
Tuesday	1/19/2021					
Wednesday	1/20/2021					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date