

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 1/19/2019

Pay period end date: 2/5/2019

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

Any extra hours will be  
paid on the  
Feb 20, 2018 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	1/19/2019					
Sunday	1/20/2019					
Monday	1/21/2019					
Tuesday	1/22/2019					
Wednesday	1/23/2019					
Thursday	1/24/2019					
Friday	1/25/2019					
Saturday	1/26/2019					
Sunday	1/27/2019					
Monday	1/28/2019					
Tuesday	1/29/2019					
Wednesday	1/30/2019					
Thursday	1/31/2019					
Friday	2/1/2019					
Saturday	2/2/2019					
Sunday	2/3/2019					
Monday	2/4/2019					
Tuesday	2/5/2019					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date