

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 1/18/2020

Pay period end date: 2/5/2020

Employee: _____

Any extra hours will be
paid on the
Feb 20, 2020 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	1/18/2020					
Sunday	1/19/2020					
Monday	1/20/2020					
Tuesday	1/21/2020					
Wednesday	1/22/2020					
Thursday	1/23/2020					
Friday	1/24/2020					
Saturday	1/25/2020					
Sunday	1/26/2020					
Monday	1/27/2020					
Tuesday	1/28/2020					
Wednesday	1/29/2020					
Thursday	1/30/2020					
Friday	1/31/2020					
Saturday	2/1/2020					
Sunday	2/2/2020					
Monday	2/3/2020					
Tuesday	2/4/2020					
Wednesday	2/5/2020					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date