

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 2/6/2021

Pay period end date: 2/19/2021

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	2/6/2021					
Sunday	2/7/2021					
Monday	2/8/2021					
Tuesday	2/9/2021					
Wednesday	2/10/2021					
Thursday	2/11/2021					
Friday	2/12/2021					
Saturday	2/13/2021					
Sunday	2/14/2021					
Monday	2/15/2021					
Tuesday	2/16/2021					
Wednesday	2/17/2021					
Thursday	2/18/2021					
Friday	2/19/2021					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date