

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/6/2021

Pay period end date: 4/20/2021

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	4/6/2021					
Wednesday	4/7/2021					
Thursday	4/8/2021					
Friday	4/9/2021					
Saturday	4/10/2021					
Sunday	4/11/2021					
Monday	4/12/2021					
Tuesday	4/13/2021					
Wednesday	4/14/2021					
Thursday	4/15/2021					
Friday	4/16/2021					
Saturday	4/17/2021					
Sunday	4/18/2021					
Monday	4/19/2021					
Tuesday	4/20/2021					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date