

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 8/21/2021

Pay period end date: 9/3/2021

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

Any extra hours will be  
paid on the  
Sep 20, 2021 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	8/21/2021					
Sunday	8/22/2021					
Monday	8/23/2021					
Tuesday	8/24/2021					
Wednesday	8/25/2021					
Thursday	8/26/2021					
Friday	8/27/2021					
Saturday	8/28/2021					
Sunday	8/29/2021					
Monday	8/30/2021					
Tuesday	8/31/2021					
Wednesday	9/1/2021					
Thursday	9/2/2021					
Friday	9/3/2021					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date