

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 9/4/2021

Pay period end date: 9/20/2021

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	9/4/2021					
Sunday	9/5/2021					
Monday	9/6/2021					
Tuesday	9/7/2021					
Wednesday	9/8/2021					
Thursday	9/9/2021					
Friday	9/10/2021					
Saturday	9/11/2021					
Sunday	9/12/2021					
Monday	9/13/2021					
Tuesday	9/14/2021					
Wednesday	9/15/2021					
Thursday	9/16/2021					
Friday	9/17/2021					
Saturday	9/18/2021					
Sunday	9/19/2021					
Monday	9/20/2021					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date