

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 9/5/2020

Pay period end date: 9/18/2020

Employee: _____

Any extra hours will be
paid on the
Oct 5, 2020 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	9/5/2020					
Sunday	9/6/2020					
Monday	9/7/2020					
Tuesday	9/8/2020					
Wednesday	9/9/2020					
Thursday	9/10/2020					
Friday	9/11/2020					
Saturday	9/12/2020					
Sunday	9/13/2020					
Monday	9/14/2020					
Tuesday	9/15/2020					
Wednesday	9/16/2020					
Thursday	9/17/2020					
Friday	9/18/2020					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date