

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 9/21/2019

Pay period end date: 10/4/2019

Employee: _____

Any extra hours will be
paid on the
Oct 18, 2019 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	9/21/2019					
Sunday	9/22/2019					
Monday	9/23/2019					
Tuesday	9/24/2019					
Wednesday	9/25/2019					
Thursday	9/26/2019					
Friday	9/27/2019					
Saturday	9/28/2019					
Sunday	9/29/2019					
Monday	9/30/2019					
Tuesday	10/1/2019					
Wednesday	10/2/2019					
Thursday	10/3/2019					
Friday	10/4/2019					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date