

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 10/5/2019

Pay period end date: 10/18/2019

Employee: _____

Any extra hours will be
paid on the
Nov 5, 2019 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	10/5/2019					
Sunday	10/6/2019					
Monday	10/7/2019					
Tuesday	10/8/2019					
Wednesday	10/9/2019					
Thursday	10/10/2019					
Friday	10/11/2019					
Saturday	10/12/2019					
Sunday	10/13/2019					
Monday	10/14/2019					
Tuesday	10/15/2019					
Wednesday	10/16/2019					
Thursday	10/17/2019					
Friday	10/18/2019					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date