

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 10/6/2020

Pay period end date: 10/20/2020

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	10/6/2020					
Wednesday	10/7/2020					
Thursday	10/8/2020					
Friday	10/9/2020					
Saturday	10/10/2020					
Sunday	10/11/2020					
Monday	10/12/2020					
Tuesday	10/13/2020					
Wednesday	10/14/2020					
Thursday	10/15/2020					
Friday	10/16/2020					
Saturday	10/17/2020					
Sunday	10/18/2020					
Monday	10/19/2020					
Tuesday	10/20/2020					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date